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SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS
Mayor

Shirley Jones
President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

NOTICE OF MEETING

Thursday, January 9, 1992

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - December 19, 1991
- IV. COMMUNICATIONS
- V. REPORT - Todd Cockburn, Executive Director, CWE
or Designee
- VI. UPDATE - Executive Director Job Announcement
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

Mayor

Shirley Jones
President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise Jones

Scott Madison

M I N U T E S
THURSDAY, JANUARY 9, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:20 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega

Excused: Commissioner Matt Ettinger

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to adopt the minutes of December 19, 1991 with necessary corrections.

IV. COMMUNICATIONS

Refer to Item V, Report-Todd Cockburn...for communications submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher presented the following letters for the record:

- a) January 3, 1992 - Addressed to Mayor Art Agnos from Commissioner Shirley Jones concerning her resignation from the SECF Commission.
- b) January 9, 1992 - Addressed to Mr. Pitcher from Commissioner Shirley Jones advising that she had submitted her resignation to the Mayor and what transpired during the last week of Mayor Agnos' administration--the acceptance of Commissioner Shirley Jones' resignation and the appointment and swearing-in of Ms. Linda Richardson to the SECF Commission in replacement of Commissioner Jones.

Mr. Pitcher remarked that under normal circumstances, he would have received communication from the Mayor's Office before any action on this Commission is taken; however, with the changing of administration at City Hall, there were no written communication concerning the appointment and swearing-in of the new Commissioner.

Commissioner Shirley Jones would have been present to make the announcement to the full Commission, but she had a cold. Mr. Pitcher wanted the record to reflect that the letters presented were Commissioner Jones' official resignation from the SECF Commission and announcement of Ms. Linda Richardson serving on the SECF Commission. An address or phone number for Ms. Richardson was not known, but staff will try to ascertain the information so that communication can be made with her.

Commissioner Palega asked that a letter be forwarded to Ms. Richardson welcoming her to the Commission and looking forward to her participation.

Mr. Pitcher requested that the Commission accept Ms. Shirley Jones' letter dated January 9, 1992 and enter it as part of the Commission's official record.

ACTION: Commissioner Louise Jones moved, seconded by Commissioner Brown and carried to accept Mr. Pitcher's request.

Commissioner Ettinger had contacted Mr. Pitcher earlier that evening to inform him that he would not be able to attend the meeting--due to a cold.

Mr. Pitcher noted that with the President of the Commission resigning, it is in the Rules of Order to have the Vice President acting during the absence of the President--there is nothing in the Rules of Order advising otherwise. Mr. Pitcher will contact the City Attorney's Office to find out how the Commission should proceed in advising Commissioner Palega and the appropriate procedure.

Mr. Pitcher was asked to urge the Commissioners to submit their resume with a cover letter indicating interest of remaining on the Commission. Information should be sent to Mr. Hadley Roff, #3 Embarcadero Center, Ste. 2210, San Francisco on or before January 31st. What difference this will have was not known.

The present Mayor remarked that he was not going to issue a blanket order requesting resignations from all City Commissions. However, the former Mayor did issue a blanket letter shortly after his election. Mr. Pitcher advised the Commissioners to use their own judgement in this matter and continue to serve until notified otherwise.

Commissioner Palega concurred with Mr. Pitcher and stated that this Commission has a lot of work ahead. There has been a lot of work in this community that the Commission has tackled and have been highly successful in getting continued support for programs in this area. This Commission cannot make decisions for the current Mayor; but people who have been involved in this community recognize the fact that this Commission has even taken on issues that were unfavorable to City Officials. This Commission took on those issues because they felt there is a need to continue to develop and work on the structure of this area. This Commission should continue to work towards making sure that the BVHP community is given its dues.

Mr. Pitcher announced that a tentative meeting has been set for the facility subcommittee (Commissioners Brown, L. Jones and Palega) on Tuesday, January 14th at 6:00 p.m.

in the SECF Community Room. The business at hand will be to review the MOU for the greenhouse.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.

VI. UPDATE ON THE EXECUTIVE DIRECTOR'S JOB ANNOUNCEMENT

Mr. Jim Horan, DPW Personnel Director, informed Mr. Pitcher that one applicant has applied for the position. Mr. Pitcher does anticipate more applicants before the deadline.

Mr. Pitcher reported that the job announcement is still being circulated. After all of the applications have been collected, the DPW Personnel Department will screen each application to see whether or not the minimum requirements are met. Eligible persons will be referred to the Personnel Committee of the Commission (Commissioners Palega, Brown and Ettinger).

The Commission Personnel Committee will establish the procedures for the interviewing process. After the interviews, they will make recommendations to the full body to determine who will be the Executive Director.

A meeting will be called between the Commission Personnel Committee and the DPW Personnel Director prior to starting the screening process (before or shortly after January 20th). If those involved in the process feel that there were insufficient applicants or desire to extend the announcement, etc., they have the authority to do so.

VII. NEW BUSINESS

Commissioner Madison asked the Commissioners to consider ways in which to honor former Commissioner and President Shirley Jones. Commissioner L. Jones opposed to a luncheon because it would not be feasible for her schedule. Commissioner Palega agreed that a dinner or evening event would be more suitable because of the work schedules. He suggested that staff coordinate some type of function convenient for all the Commissioners to attend. (Staff will contact the Commissioners with the information.) Commissioner Garlington suggested that a plaque be presented to former Commissioner S. Jones in

commemoration of her work and service.

Commissioner L. Jones gave an update on the proposal for the mural project that was introduced by Ms. Heidi Hardin. Commissioner L. Jones was displeased with the outcome of that project which was written for \$30,000, and when presented to the Art Commission, was funded for only \$1,500.

Commissioner Palega asked Commissioner L. Jones if she desired this in a form of a motion--to send a letter to the Art Commission, with a copy to the current Mayor. Commissioner Palega expressed how unfair it was that this project was approved for this neighborhood and the funds were slashed.

Commissioner Madison recalled that during the discussion of this project, he had suggested that Ms. Sonia Gray, Director of the Neighborhood Art Program, be invited to make a presentation. He had also mentioned her willingness to discuss this matter with the Commission. Commissioner Madison recommended that before the Commission take action, it would be appropriate to invite Ms. Gray to meet with the Commission.

Commissioner L. Jones did speak to Ms. Gray at some length and was lead to believe that the project was funded for more than \$1,500.

ACTION: Commissioner Jones moved to send a letter to the Art Commission on what has transpired at this point (copy to Ms. Gray); and an invitation to Ms. Sonia Gray to make a presentation on the Art Program, seconded by Commissioner Madison and carried.

Commissioner Palega asked that the staff draft a letter reflecting that the Commission is concerned and deeply disturbed about the only project funded for this community has been cut to an amount inadequate to meet the need.

Commissioner L. Jones was concerned that there has been no communication with Ms. Hardin--other than apprising her of the funding. Ms. Hardin has placed several calls to Ms. Gray, and it was Commissioner L. Jones' understanding that no response has been received. Commissioner Brown asked that the letter to Ms. Gray mention professional courtesy of returning phone calls.

VIII. PUBLIC COMMENT

Commissioner Garlington reported that she received a job announcement and application from Ms. Gloria Crosson regarding the position of Parole Agent I. (Copies were distributed to the Commissioners.)

Commissioner Palega announced that the Afro-American Unity Think Tank will be convening with the newly-elected Mayor on Monday, January 13th at 7:30 a.m., SECF Community Room. Commissioner Palega encouraged everyone to attend.

Commissioner Madison reported that Ms. Crosson has established a new group of business participants to advise the college on business affairs. The initial objective is to setup training classes for entrepreneurs and people who are in business and need brush-up on basic business skills or moving towards addressing such issues as how entrepreneurs and businesses in this community can take advantage of participating in development projects in the area, such as the Shipyard, PG & E Power Plant, Mission Bay, etc.

Commissioner Garlington announced that the Human Rights Commission will be conducting a public hearing on the MBE. She was not aware of the exact date, but staff will find out and notify the Commissioners.

Mr. Laroy McDonald spoke highly of the SECF Commission and concluded that the Commission is the key instrument and link between this community and City Hall. Ms. Rose Mary Johnson also commended the Commission and was extremely proud of their accomplishments and support in representing the college and community as a whole.

IX. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Louise Jones and carried for adjournment. The meeting adjourned at 7:30 p.m. The next regular meeting will be held on Wednesday, January 22, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS
Mayor

President

Sululagi Palega
Vice President

Bobbie Brown
Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison

inda Richardson

NOTICE OF MEETING

Wednesday, January 22, 1992

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

A G E N D A

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JAN 24 1992

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- I. CALL TO ORDER
- II.. ROLL CALL
- III. APPROVAL OF MINUTES - January 9, 1992
- IV. COMMUNICATIONS
- V. REPORT - Todd Cockburn, Executive Director, CWE
or Designee
- VI. UPDATE - Executive Director Job Announcement
- VII. REPORT - Greenhouse Sub-Committee
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

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FRANK JORDAN
Mayor

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

MINUTES
WEDNESDAY, JANUARY 22, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Rufus Davis, BVHP Crime Abatement Committee; Gloria Crosson, Dean, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Commissioner Jones asked that the minutes on Item VII, Page 5, Paragraph 4 be amended to reflect:

"Commissioner L. Jones did speak to Ms. Gray...project would be funded for more than \$1,500."

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to adopt the minutes of January 9, 1992 with the above correction.

IV. COMMUNICATIONS

Communications submitted are included in Item V.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Commissioner Palega received an announcement that Dr. William Marquis will be conducting a meeting on Thursday, January 23rd, at 9:30-11:30 a.m., SECF Community Room. A steering committee is being formed involving the community and college to address some of the educational concerns and needs of the BVHP community.

Commissioner Ettinger questioned whether or not Dr. Marquis had alerted the community of this meeting. Mr. Pitcher assumed that the community groups have been informed and anticipates 50 representatives present. Commissioner Palega will not be able to attend the meeting and asked that Commissioner Garlington represent the Commission; Commissioner Garlington consented.

Mr. Pitcher announced that a tour of the DPW Southeast Plant and the Southeast Community Facilities has been planned for January 23rd for 113 children attending Horace Mann Middle School.

Mr. Pitcher stated that the letters to the Art Commission and Ms. Sonia Gray will be mailed next week.

Members of the facility subcommittee had requested another tour of the greenhouse, and one has been scheduled for Saturday, February 1st, 9:00 a.m. Other Commissioners were asked to contact Mr. Pitcher's Office for confirmation.

Commissioner Palega welcomed Commissioner Linda Richardson to the SECF Commission and introductions were made. Staff will make arrangements with Commissioner Richardson to have her photograph taken. A binder of the bylaws and procedures will also be made available to Commissioner Richardson.

Ms. Ella Stoneham-Brown was given the task of arranging an appreciation dinner for former Commissioner Shirley Jones. Logistics will be arranged and the Commission will be informed of the dinner--preferably February, 1992.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.

VI. UPDATE-EXECUTIVE DIRECTOR JOB ANNOUNCEMENT

Mr. Pitcher reported that a tentative date has been set for the personnel committee to meet with the DPW Personnel Director and staff regarding the executive director position, job announcement and possible extension. The meeting is for Tuesday, January 28th, 1170 Market Street, 7th Floor (Mr. Jim Horan's Office), 9:00 a.m. Commissioner Ettinger will not be able to attend, however, Commissioners Palega and Brown will be present.

Commissioner Garlington asked if additional applications were received? Mr. Pitcher replied that three applications were received by the DPW Personnel Office.

VII. REPORT-GREENHOUSE SUBCOMMITTEE

Commissioner Brown reported that the subcommittee met on January 14th with Ms. Carmen Santoni, Personnel Director of Decorative Plant Services (DPS). She provided a roster of employees for the greenhouse and shops. Out of 100 employees, 8 are minorities from this community and 4 are disabled. The subcommittee asked for a full account of employees with a breakdown of race, sex, job titles/descriptions and stability of hires. Ms. Santoni will report back with the information because the report she had submitted was the same as last year with no new hires. A listing of community agencies, churches, etc. was provided to Ms. Santoni for use in DPS job advertisements.

A lengthy discussion was held on the Memorandum Of Understanding (MOU), its interpretation, and implementation. At the conclusion of the discussion, Commissioner Palega requested staff to contact the City Attorney's Office and Department of Real Estate for additional information.

VIII. NEW BUSINESS

Ms. Gloria Crosson distributed and gave a detailed report on the strategic planning for the Southeast Campus (goal/focus, committees, projects, etc.); schedule of programs and services; analysis of data collected from the interest survey; and statistical data of students enrolled. This semester, the average daily attendance (ADA) has increased to 22.6 (student-teacher ratio) and most of the classes are three-fourths full.

About two months ago, when there was concern about the rent and possibility of closing the Southeast Campus, Ms. Crosson forwarded a letter to the Chancellor explaining that the only area in San Francisco with room for growth is the southeastern sector. The Chancellor has announced that he will be relocating to Southeast officially on Monday, January 27th. He will be visiting this site on January 23rd to make preparations for the move.

Commissioner Garlington wanted to know who will be moving to Southeast with the Chancellor? Ms. Crosson replied that to her knowledge only his secretary, however, she received calls from other staff members informing her that they will also be moving to this site. Commissioner Garlington asked where the Chancellor's office will be located? Ms. Crosson stated that office space within the college area has been identified for the Chancellor's office. The Chancellor intends to be at the main campus from 8-10 a.m. and at this facility the remainder of the day (Monday through Thursday). On Fridays, he plans to visit the other campuses.

Ms. Crosson announced that there will be an open house at this facility to give the residents an opportunity to visit the classrooms and acquaint themselves with the programs/services available. The college staff will be conducting a breakfast meeting on February 12th with counselors and principals from SFUSD to discuss the programs at this site.

Commissioner Ettinger commended Ms. Crosson on her presentation and the direction she is taking. Mr. McDonald expressed that the community as a whole, should take advantage of the Chancellor moving to this site by meeting him and supporting Ms. Crosson in bringing programs needed to this facility.

Commissioner Palega assured that Ms. Crosson has the Commission's support in the growth and development of the college. He thanked everyone for their participation in the discussion.

IX. PUBLIC COMMENT

Ms. Stoneham-Brown reported that there will be a follow-up meeting on the Human Rights Commission, MBE public hearing that was held on January 16th (January 23rd, 4:30 p.m., at 1145 Market Street).

X. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried for adjournment. The meeting adjourned at 7:50 p.m. The next regular meeting will be held on Thursday, February 13, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION

CITY and COUNTY OF SAN FRANCISCO

Frank Jordan

Mayor

President

Suhlagi Palega
Vice President

Bobbie Brown

Max Eringer

Ethel Gardington

Louise C. Jones

Scott Madison

Richardson

NOTICE OF MEETING

Thursday, February 13, 1992 - 6:00 P.m.

1800 Oakdale Avenue, Community Meeting
San Francisco, California 94124

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NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - January 22, 1991
- IV. COMMUNICATIONS
- V. Dr. Evan Dobelle, Chancellor, S.F. Community College District, will address the commission
- VI. REPORT - Todd Cockburn, Executive Director, CWE or Designee
- VII. Selection of Interview Panel for Exec. Director
- VIII. Discussion of following Memos:
 - . Chapter 641/86 Open Meeting Act
 - . Brown Act - Open Meeting Requirement
 - . Accessibility information for persons with disabilities
- IX Discussion of Earl P. Mills Budget
- X. NEW BUSINESS
- XI. PUBLIC COMMENT
- XII. ADJOURNMENT

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

President
Sululagi Palega
Vice President

Bobbrie Brown
Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison

INDA RICHARDSON

MINUTES
THURSDAY, FEBRUARY 13, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

MAR 2 - 1992

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Harry Quinn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Rufus Davis, BVHP Crime Abatement Committee; Gloria Crosson, Dean, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Henry Augustine, Assistant to the Chancellor; George Mix, Director of San Francisco Urban League; Veronica Hunnicutt, CCSF Instructor; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Ettinger, seconded by Commissioner Jones and carried to adopt the minutes of January 22, 1992.

IV. COMMUNICATIONS

No communications were submitted.

V. ADDRESS THE COMMISSION-CHANCELLOR EVAN DOBELLE

Mr. Pitcher explained that there was a miscommunication in placing the Chancellor first on the agenda. He was under the impression that the Chancellor was attending a 7:00 p.m. meeting and had to leave early. However, it was discovered that the meeting was from 5-7 p.m. and the Chancellor would attend the Commission meeting after 7:00 providing the Commission would still be in session.

VI. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Upon the request of Commissioner Palega, Mr. Pitcher asked that the meeting not exceed past 7:30 p.m. because of another engagement Commissioner Palega had to attend that evening.

Mr. Pitcher reported that during the past two weeks, there were a few problems in both facilities:

- a) SECF - Detection of stale odor in two water drains in the childcare area. The Fire Department and DPW Building Repairs investigated the drains and both agreed that the odor was non-toxic or hazardous. The drains contained rain water and not sewage content.
- b) EPMC - Misidentification of a person that resembled the description of an impostor Community Care Licensing (CCL) inspector in Suisun, California. The television publicity frightened parents into preventing their children from attending the WYCDC childcare center. The witnesses and alleged suspect were asked to meet for positive identification. It was then discovered that the alleged suspect had a previous meeting appointment at the EPM facility, and was not the impostor sighted in Suisun.
- c) SECF - Malfunction of elevator resulting in three children and a handicap student being detained. Elevator technicians were notified and corrected the problem. It was discovered that the three children were playing with the elevator buttons.

Ms. Crosson stated that there have been problems with the elevators in the evenings and there is a threat of a law suit from the handicap student. Commissioner Palega suggested that Mr. Pitcher be contacted immediately when maintenance problems occur. It is important that these malfunctions are corrected to assure that persons with disabilities have access to classes and various parts of the building. Mr. Pitcher noted that Ms. Crosson does have telephone numbers to maintenance companies for contacting after business hours.

Commissioner Brown asked what types of accommodations can be made to assure that the handicap student will not be alone in the elevator and to circumvent this incident from recurring? Ms. Crosson replied that arrangements have been made to make sure that the student is escorted on the elevator at all times. It should be noted that the handicap person was not in the elevator. She was on the fourth floor and when she pushed the button, she said "the elevator never came up". It was also noted that students at times, detain the elevator on various floors while engaging in extended conversation.

Ms. Ella Stoneham-Brown notified each Commissioner of the appreciation dinner for former Commissioner Shirley Jones. It has been scheduled for Wednesday, February 26th (following the Commission meeting) at Benihana Restaurant in Burlingame. Transportation will be provided, however, the dinners will be paid individually. Mr. Pitcher asked that the Commissioners defray the cost of Ms. Shirley Jones' dinner. (Information of the event and menu were distributed.)

Mr. Pitcher announced that Mr. John Rathsam retired from the Department of Real Estate and Mr. Harry Quinn will be meeting with the Commission. The City photographer will be contacting Commissioner Richardson to have her picture taken.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VII. SELECTION OF INTERVIEW PANEL FOR EXECUTIVE DIRECTOR

Mr. Pitcher stated that Commissioner Brown attended the last meeting with the DPW Personnel Director and staff. Commissioner Brown reported that the Personnel Director

recommended that open period for applications be extended until Friday, January 31st. The reason for this was because the applicant pool was so small. It was agreed that the applications would be screened and recommendations forwarded to the committee for interviews. The Commission will have access to all applicants who applied. Commissioner Brown was asked to prepare a draft of questions for the interview (questions were made available for the Commission's review).

Mr. Pitcher added that another reason for the deadline extension was because the applicants requested time to obtain their college transcripts.

Mr. Quinn asked whether or not it was discussed that the questions would be confidential or would the candidates have access to them prior to the interview? Commissioner Brown replied that there was no discussion of confidentiality because she was asked to draft general questions of what the interview should contain (suggestions and guidelines); however, the interview panel may produce different questions.

Mr. Quinn noted that usually under Civil Service procedure, these questions are confidential and open only to the Commission and interview panel. There are usually 5-8 questions and they're all the same so that each candidate has the same status. Commissioner Brown stated that the Commissioners are the only persons who have reviewed the questions. Once the committee is established, they will select the questions to use for the interview.

Commissioner Madison suggested that a decision be made as to whether or not the questionnaire will be public record or confidential. If these are public record, then all the applicants must have access to them prior to their interview. Commissioner Palega noted that these are not the actual questions for the interview. When the committee meets with Civil Service, they will screen out the appropriate questions for the interview. Commissioner Madison stressed the importance of these questions not being revealed unless all applicants can review them.

Mr. Quinn recommended that this matter be referred to the Personnel Director. Commissioner Palega asked that the questionnaire be kept in confidence until notified otherwise.

Mr. Pitcher stated that the deadline for applications was

officially closed the previous Friday. The Personnel Director and staff will review the applications as to whether or not they meet the criteria that was established by the City. Those applicants who do and do not meet the criteria will be separated and reported to the interview panel. The interview panel will consist of two persons from this Commission and a City official. The City official will be either Mr. Jim Horan or Ms. Sonia Reyes.

Mr. Pitcher asked that the Commission select two persons to serve on the interview panel. He advised that it is imperative that interviewers who agree to serve, make the interviews--once the schedule has been set (usually during business hours). This could be a liability factor. The normal time for interviews is 9:00 a.m., however, it will be left up to the discretion of the interview panel; the length of time will be according to the number of applicants.

Commissioner Brown suggested that one person from the committee and Commission be selected to serve on the interview panel. Commissioner Garlington recommended Commissioners Brown and Madison serve on the panel. Commissioner Brown wanted to leave it open for the other two committee members (Commissioners Palega and Ettinger) to participate in the process. Commissioner Richardson volunteered to serve on the panel. Commissioner Madison waived the appointment to allow one of the committee members to participate, and suggested that Commissioner Palega be appointed. Commissioner Palega accepted and asked that there be an alternate person. Commissioner Jones recommended Commissioner Ettinger as the alternate. Commissioner Ettinger declined due to his busy work schedule. Commissioner Brown offered to be the alternate. (A report will be given at the next meeting concerning the number of applicants, schedule of interviews, etc.)

VIII. DISCUSSION OF MEMOS

Mr. Pitcher gave an overview of Chapter 641/86 Open Meeting Act, Brown Act-Open Meeting requirement, and Accessibility information for persons with disabilities (packages were made available for the Commissioners' perusal). He stressed the importance of the Commission complying with State laws; Brown Act; City Charter; Administrative Code; and Policies, procedures and traditions of the City and County of San Francisco. The Commissioners were encouraged to read the memos and adhere

to the new and old regulations. (The City Attorney's Office is available for advice or Mr. Pitcher's Office for further information.)

IX. DISCUSSION OF EARL P. MILLS BUDGET

A copy of the budget was distributed for the Commission's review. Mr. Pitcher reported that the SECF is not a part of the general fund of the City; however, the EPMC is. The EPMC's budget has to be cut 10% of the existing budget for the next fiscal period. The current EPMC budget of \$159,972.00 will be reduced to \$133,036.00. In reviewing the areas to cut, it was recommended that the cut be made in ground maintenance and scavenger services. The ground maintenance was eliminated totally for the upkeep of the EPMC and three childcare satellites. Volunteer services will have to be sought to maintain the lawns of those facilities, such as the Sheriff's Swap Program and other similar programs. Another option was to place the responsibility on the tenants to maintain the grounds.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to approve the above recommendations made by Mr. Pitcher.

X. NEW BUSINESS

Commissioner Ettinger wanted to know when the lease for the greenhouse will be discussed? Commissioner Palega suggested that this item be placed on the agenda of future Commission meeting.

XI. PUBLIC COMMENT

Mr. Pitcher introduced and welcomed Dr. Henry Augustine and Ms. Veronica Hunnicutt who were in attendance.

XII. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Garlington and carried for adjournment. The meeting adjourned at 7:35 p.m. The next regular meeting will be held on Wednesday, February 26, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

Frank Jordan
Mayor

President
Sululagi Palega
Vice President

Bobbrie Brown
Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison

Linda Richardson

NOTICE OF SPECIAL MEETING
Monday, February 24, 1992

6:00 P.M.

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

DOCUMENTS SECT.

FEB 21 1992

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A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. CONSIDERATION OF APPOINTMENT OF THE EXECUTIVE DIRECTOR
(The Commission will meet in Executive Session to discuss the above agenda item)
- IV. ADJOURNMENT

SOUTHEAST COMMUNITY FACILITY COMMISSION

February 26, 1992

The Agenda of this meeting is missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION

CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

M I N U T E S
WEDNESDAY, FEBRUARY 26, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

DA RICHARDSON

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Rufus Davis, BVHP Crime Abatement Committee; Gloria Crosson, Dean, CCSF Southeast Campus; Ronald Colthurst, Representative of Assemblyman John Burton's Office; Joe Johnson, Department of Public Works; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried to adopt the minutes of February 13, 1992.

IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) Decorative Plant Service - Informational brochure submitted by Ms. Carmen Santoni, Personnel Manager to be relayed to interested persons.
- b) Department of Public Works - Disability Access Information (rules/regulations to be adhered during all Commission meetings).

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher reported that Ms. Sonia Gray, Director of the Community Arts Education will be placed on the agenda of the first meeting in March to give input and answer questions related to art programs and funding. He suggested that persons interested in those programs be encouraged to attend the meeting.

Commissioner Jones stated Ms. Gray visited the school and met with Ms. Hardin and herself to discuss some of the things they would like accomplished. There was lack of communication because it was Commissioner Jones' and Ms. Hardin's understanding that the entire project would have been funded through the Art Commission. However, after meeting with Ms. Gray, it was discovered that they will have to go different routes to acquire funding. The recommendation is that the project is not for three years, but that a pilot project is submitted for one year and then resubmission for the next two years. Various avenues were also discussed for acquiring funding.

Ms. Hardin reviewed the proposal and made revisions. Commissioner Madison noted that there was no Request for Proposal from the Art Commission. Ms. Hardin and Commissioner Jones initiated this proposal on their own. When the conception of the proposal occurred, Ms. Margie O'Driscoll was the Acting Director of the Arts Commission. It is possible that the confusion could be a result of change in administration of the Arts Commission and revision of the program. Commissioner Palega suggested that correspondence be obtained from the former Acting Director requesting community-based agencies to respond to the available funds. Usually, when there are funds available

and agencies are requested to respond, there is an outline reflecting what is required and available. Mr. Pitcher recommended that these questions be directed to Ms. Gray when she meets with the Commission.

Mr. Pitcher announced that the Commission will have to proceed with amending the Rules of Order to accommodate the President and Vice President positions. There is nothing in the Rules of Order to fill a position after resignation.

Mr. Ronald Colthurst, Representative from Assemblyman John Burton's Office read the Certificate of Recognition to the Commission for presentation to Ms. Shirley Jones at the dinner.

Ms. Gloria Crosson announced the open house of the Southeast Campus library on Friday, February 28th, 10 a.m. She will report on the status of the Strategic Planning at the next meeting.

Commissioner Garlington was delighted to notice the stop signs installed near the childcare center.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.

VI. NEW BUSINESS

Commissioner Madison presented a bulletin from the Office of State Senator Milton Marks regarding cuts in funding for art at a national level and how it would affect monies available for California artists and art programs/organizations. Art programs in California were cut only 4%. The Governor signed a bill that will permit community colleges to implement their own art education programs without the approval of the Board of Governors of the California Community College Board. The Legislature began consideration of a bill which makes visual and performing arts requirements in all kindergarten through 12th grade public schools. Commissioner Madison suggested that a letter be forwarded to Senator Marks inquiring about this legislation; and perhaps after acquiring information, send a letter of support.

Commissioner Brown concurred and added that inquiries could be made in relation to this community and provisions for the children.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Brown and carried to send the above mentioned letter to Senator Marks.

Mr. Colthurst was asked to report back with more information regarding the bill.

VII. PUBLIC COMMENT

No public comments were made.

VIII. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 6:50 p.m. The next regular meeting will be held on Thursday, March 12, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday, March 12, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

NO SMOKING DURING COMMISSION MEETING**

Frank Jordan
Mayor

President
Sululagi Palega
Vice President

Bobbrie Brown
Matt Etinger
Ethel Garlington
Louise C. Jones
Scott Madison

da Richardson

DOCUMENTS DEPT.

MAR 6 - 1992

SAN FRANCISCO
PUBLIC LIBRARY

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - February 26, 1992
- IV. COMMUNICATIONS
- V. REPORT - Todd Cockburn, Executive Director, CWE
or Designee
- VI. PRESENTATION - Sonia Gray, Director Neighborhood
Arts Program
- VII. REPORT - Gloria Crosson, Dean, CCSF Southeast
Campus -- Strategic Planning
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

Subject: Disability Access Information

1. Sign language interpreters will be available upon request. Please contact Ella Stoneham Brown at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Ella Stoneham Brown at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print/tape form/and or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

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#2
2/92



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

M I N U T E S
THURSDAY, MARCH 12, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

MAR 27 1992

**SAN FRANCISCO
PUBLIC LIBRARY**

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m. Commissioner Palega asked that Chancellor Dobelle give a briefing on the college after the Approval of Minutes (refer to Item IX, Public Comment).

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Rufus Davis, BVHP Crime Abatement Committee; Evan Dobelle, Chancellor, CCSF; Henry Augustine and Ann Clay, Assistants to the Chancellor; Gloria Crosson, Dean, CCSF Southeast Campus; Lulann McGriff, CCSF Counselor; Veronica Hunnicutt, CCSF English Instructor; Sonia Gray, S.F. Arts Commission; Heidi Hardin, Aisjan Hopkins, Wendy Robushi, Olive Ayhens, Russell Herrman and Jacques Terhan, Hunters Point Shipyard Artists; Lloyd Jones, resident; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Jones, seconded by Commissioner Garlington and carried to adopt the minutes of February 26, 1992.

IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) Report from Ms. Carmen Santoni of the current affirmative action status for Decorative Plant Service.
- b) Request from Mr. Alex Pitcher for a concluding statement regarding the mistaken identity at EPMC.
- c) Response from Ms. Martha Roditti regarding the incident reporting procedure for the Children's Council of San Francisco Childcare Switchboard.
- d) Announcement from Whitney Child Development Center regarding their 1992 Science Explosion on March 23-27, 1992.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher reported that there was a lot of maintenance work performed in both SECF and EPMC facilities. The Martin Luther King Childcare satellite facility is in need of yard resurfacing (about \$42,000) and it might require approaching the Board of Supervisors for general funds. (If the funds cannot be obtained, a resolution might be requested from the Commission.)

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried to accept Mr. Pitcher's report.

VI. PRESENTATION-SONIA GRAY, DIRECTOR OF NEIGHBORHOOD ARTS PROGRAM

Ms. Sonia Gray announced that the Neighborhood Arts Program has been changed to Community Arts and Education Program (CAEP). She spoke briefly of the history of the

program and distributed the Arts Commission's 1990-91 Annual Report. CAEP was founded in 1967 to meet the needs of communities that do not have access or funding in the areas of art and to help artists develop art programs for such communities. In the late 70's the Arts Commission purchased four buildings for this purpose: the Mission Cultural Center, Bayview Opera House, South of Market Cultural Center and Western Addition Cultural Center. At the same time, other areas were being explored to provide additional performance space for artists and CAEP entered into a long-term lease with the Chinatown Cultural Foundation. As the program evolved, other neighborhoods were granted awards for neighborhood art projects on an annual basis: Visitation Valley, Potrero Hill Neighborhood House, Sheriff's Re-entry Program at San Bruno County Jail and Hospitality House at Tenderloin. The Sunset and Richmond Districts were awarded grants for art festivals.

Commissioner Palega expressed concern regarding the programs that affect the Bayview Hunters Point community--how to acquire revenues/resources and access art programs for this community and its schools. This area has always received the short-end of art programs; and at one point, the Commission thought that programs would be setup in schools in this community to help the youth get involved in art programs. There is a lot of talent that has not been explored because there has not been any art programs in this area. Although the Opera House has been identified as an art site, there is nothing else available in the schools or throughout the community, such as the art festivals that were held in the more influential communities. There are schools in this area that are under the Consent Decree and should have had some of these programs setup five years ago--which did not occur.

Ms. Gray noted that she has been with CAEP since April of 1991 and she could not speak on what occurred prior to her arrival. CAEP focuses on particular sites because of the lack of funding that the Arts Commission receives. They are a non-funding agency, unlike the Hotel Tax that provides art grants through an application process to organizations. The Arts Commission has a very limited scope in the type of services and funding they can provide. The Bayview Opera House was able to apply for additional funding from the Hotel Tax, California Art Council, National Endowment of the Arts and various funding agencies that fund art programs. It is up to a particular facility to develop and implement its own programs; thereby, reaching out to the community and the

schools. CAEP does not dictate to the facilities what types of programs to offer and/or where to focus its energy, time or money.

Commissioner Palega reiterated his concern and the lack of support and funding this community has received from the Arts Commission--which has used such communities as a target for obtaining neighborhood funds to develop its art programs. Many people in this community have tried to seek those funds through the Arts Commission, but have been unsuccessful.

Commissioner Palega further stated that the proposal that was submitted only covered one school in an area that makes up about 20% of the youth population throughout the City. Everyone is not going to enter into a professional field, but art has an avenue in itself that some of the youth should be exposed to and can pursue as a career. Ms. Gray agreed that there has not been a lot of support and one of the reasons is the Arts Commission has not had the finances to put into this area. She was unaware of previous applications that were denied, however, the Arts Commission is currently expanding its resources by looking at other sources of funding that can be tapped into in order to provide grants for areas such as this.

Commissioner Brown stated that the Principal of the Carver Elementary project had the understanding that the project was to be entirely funded, instead they were offered a stipend that is inadequate. She questioned the grants awarded to the various communities and the unavailability of funds for the Carver project. Ms. Gray explained that the Arts Commission needs to be made aware of the SECF Commission's concerns and she will relay this to the Arts Commission. These programs that were funded in the past were selected by the previous administration and current Arts Commission; which are serving a large youth population. The Arts Commission has recently received this year's funds called Youth Arts Funds to develop programs.

Ms. Gray further stated that when the Carver application was originally received, it was submitted as an individual artist and neither the Arts Commission nor Hotel Tax had actively developed a system for funding individual artists at a maximum or high level that was requested (\$35,000); however, \$1,500 was awarded. There is another category called non-profit art programs for centers that could have collaboratively applied for that money. It was suggested

to the applicant to seek funding through a collaborate program, which she did, and has since been recommended funding for \$5,000--totalling \$6,500. CAEP is reviewing neighborhoods that may not actually need funding and try to reallocate those funds back to communities and organizations that do need them. The program is actively, as well as strategically, going through a strategic plan and re-creation process--where its focus has been.

Commissioner Palega wanted to know the procedure used for informing artists or residents of this community of the availability of funds and deadline dates? The procurement process should be published/advertised and circulated city-wide. Ms. Gray replied that notifications for the Youth Arts Fund will be disseminated to various organizations after April 1st. The Bayview Opera House currently knows the process that is used and they can request funds from the Arts Commission for various projects. Another avenue is the Arts Education Program being developed which will also be advertised April 1st. There will be a two-month application process and interested parties can apply through the Arts Commission for funds in art education programs.

Commissioner Madison wanted to know the kinds of proposals that are expected to be received? Ms. Gray responded that the initial granting program that was setup is to target youth in areas that are economically disadvantaged, ethnic specific, high-at-risk youth, etc. with a focus on literacy. It is being recommended that the programs are collaborative in nature--involving a facility and school, art organizations and schools, or facilities applying together.

Commissioner Madison wanted clarification that in order to obtain funding for this area, a person has to apply through submission of a proposal and that the CAEP will not automatically allocate monies for particular neighborhoods. Ms. Gray explained the sequence of events that occurred when the Carver proposal was submitted. There was no Request for Proposal at the time this was done and the proper procedures and guidelines were not developed.

Ms. Gray suggested that artists collaborate with a non-profit organization to be able to apply for substantial amounts of monies. Youth Arts Fund, totalling \$85,000 and Arts Education Fund, totalling \$35,000 are new programs that have been developed to award grants to organizations city-wide, effective April 1st. The S.F. Education Fund

is a current resource for funding schools and teacher's projects.

Commissioner Ettinger wanted clarification regarding the Bayview Opera House--whether or not the Arts Commission owns the building and pays taxes on it, and the annual budget for the Bayview Opera House. Ms. Gray replied that its operating expenses are paid through Hotel Tax. Commissioner Madison added that the annual budget for the Bayview Opera House is about \$100,000 through outside funding sources.

Commissioner Ettinger wanted to know how much revenues were generated from the fundraiser that was recently held for the Bayview Opera House? Ms. Gray noted that the fundraiser was sponsored by a private entity that specified a non-profit organization to be the beneficiary. The Committee of the Arts Commission for Community Arts and Education will be meeting at the Opera House on March 17th at 4:30 p.m. and the revenues generated from the fundraiser will be announced. Commissioner Madison stated that the fundraiser was given by Danny Glover and family. Commissioner Palega asked that Commissioner Madison report back on where the revenues were applied for the Danny Glover fundraiser.

Ms. Heidi Hardin stated that the initial proposal for the Carver project was for \$11,500 per year, but as mentioned previously, \$6,500 was allocated. She wanted to know if it were possible, through the new funding sources, to obtain the additional \$5,000. Ms. Gray noted that under the Arts Education Fund, an applicant has to work with 11-15 year olds in an after school setting. However, there are other avenues that can be explored, e.g. the San Francisco Foundation, Irvine Foundation, etc.

Ms. Hardin announced that there were four other artists from the Hunters Point Shipyard who were present and interested in being involved with the youth in this community; and who will be applying for these after school funds. Several artists have already approached the principals of other elementary schools. Commissioner Palega added that it is the intention of this Commission to make sure that other schools in this area have the same opportunity. He suggested that the Bayview Opera House be approached for support and endorsement. Ms. Hardin noted that the Bayview Opera House has already been approached for the Carver project and that avenue has been exhausted.

Ms. Gray mentioned that Mr. Gregory McGarvey at the San Francisco Education Fund can be contacted for information on funding sources. She extended an open invitation to attend the Arts Commission meetings held every first Monday of the month.

Commissioner Palega thanked Ms. Gray for her informative presentation and requested that she apprise the Commission of future art funds and programs.

VII. REPORT-GLORIA CROSSON, DEAN, CCSF SOUTHEAST CAMPUS--
STRATEGIC PLANNING.

Ms. Gloria Crosson thanked Mr. Pitcher for assisting with the maintenance and repairs of this facility. The Planning Strategic Committee comprising of students, faculty, counselors, administrators and community persons have been reviewing the community survey and planning for Fall offerings of credit and non-credit courses. She gave a brief outline of the various offerings scheduled for the Fall semester. Volunteers were requested to serve on committees for the Open House on April 30th, from 10:00-2:00 p.m.

VIII. NEW BUSINESS

No new business was discussed.

IX. PUBLIC COMMENT

Chancellor Dobelle reported that a consulting team has been established consisting of Dr. Henry Augustine, Ms. Ann Clay, Ms. Lulann McGriff, Ms. Veronica Hunnicutt and Ms. Stephanie Galinson who have made decisions from input on various activities. The Chancellor hopes to acquire as many day credited courses as possible with the clear hope that the first semester of credit approved courses can be taken at this facility--and that the community can recognize this campus as an institution of higher education. Because of the limited space, programs such as sewing and fashion design will be relocated to other sites within this community. Ms. Lulann McGriff has been designated to seek such facilities to house those programs.

Chancellor Dobelle requested assistance from the

Commission in determining ways to expend the \$700,000 allocated for the hospitality program at this facility. He has met with hotel representatives to discuss the hospitality program and one concept for consideration is to create a market front office of a hotel with computers, reservation systems, etc. The Chancellor is prepared to move forward with this project within the next 60-90 days and requested 1-2 participants to serve on the committee.

Chancellor Dobelle had requested a planning grant of about \$10,000 from Levy-Strauss Foundation for this facility to do community outreach, brochures, etc. He was excited about what has been accomplished in the past six weeks in terms of focusing on this institution and positioning it in the way it was envisioned. The faculty at Phelan and other campuses have been encouraged to teach at this site.

Chancellor Dobelle solicited help in perhaps forming a partnership with the childcare center at this site to have evening and weekend childcare. Perhaps some of the funds from Levi-Strauss can be used to provide additional childcare services.

The programs being planned for this site will be implemented in the Fall of 1992. Historically, faculty have been reluctant to teach at certain campuses because when a class falls below a certain number of attrition, it is canceled. Chancellor Dobelle assured that this would not be the case at this facility. There has to be a degree of consistency here to assure that the classes will remain open--even with one student attending. The classes will be given a 1-2 year span to offer an opportunity for full enrollment. Chancellor Dobelle was confident that with the offerings of credit/transferable courses, it will be successful.

Commissioner Ettinger noted that evening childcare sessions were considered when an operator for this facility was being sought. The Head Start Program closes their operation at 4:30 p.m. and during the discussion of having evening services, the possibility of two different operators was mentioned. However, the logistics of having two operators using the same equipment and the staff transition--created a problem. Commissioner Palega added that there is an evening childcare available at the EPMC for residents attending classes. He suggested that this be discussed with staff at a later date, after it has been explored.

Chancellor Dobelle suggested that the Commission send a letter of support to the childcare operator on behalf of the Southeast students, or work out a partnership with the operator, or encourage a foundation to supplement this service--anything that can be done to remove the obstacles should be encouraged, particularly in the evening and weekends for working parents. Mr. Laroy McDonald added that the PG & E Power Plant Project scheduled to open in 1997-98 has already contacted a childcare operator in this community to setup ongoing services for participants in evening meetings. Commissioner Palega asked that this matter be deferred to staff for further research.

Chancellor Dobelle reiterated the need for two Commissioners to serve on the committee to determine the fastest way to utilize the \$700,000 and to serve or be included on the Master Plan Committee. Commissioner Palega asked that Mr. Pitcher be informed of the meetings and he will notify the Commissioners and interested parties.

Commissioner Garlington wanted to know when the library will be stocked with books? Chancellor Dobelle replied that the reference books will be ordered after the course offerings have been identified (in about 60 days).

Commissioner Madison stated that with the insufficient space in the college area and the small classroom size, has thought been given to expanding some rooms by removing walls? Chancellor Dobelle did not know how to approach this, however, one consideration is perhaps getting state funding to construct additional structures on this property (perhaps Speaker Willie Brown, Mr. Pitcher and/or appropriate sources could advise on how to proceed with this). If the demand is there, maybe an architect can ascertain ways to utilize the existing space and space for expansion. There would be no need to venture elsewhere if this were possible.

Commissioner Palega thanked Chancellor Dobelle and looked forward to his attendance at future Commission meetings.

X. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 7:40 p.m. The next regular meeting will be held on Wednesday, March 25, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

NOTICE OF MEETING

Wednesday, March 25, 1992 - 6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

DOCUMENTS DEPT.

MAR 24 1992

SAN FRANCISCO
PUBLIC LIBRARY

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - March 12, 1992
- IV. COMMUNICATIONS
- V. REPORT - Todd Cockburn, Executive Director, CWE
or Designee
- VI. DISCUSSION - SECF TENANT LEASES by Harry Quinn, Real
Estate Department
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Ella Stoneham-Brown at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Ella Stoneham-Brown at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

MINUTES
WEDNESDAY, MARCH 25, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

MAY 1 1992

SAN FRANCISCO

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Louise Jones

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Rufus Davis, BVHP Crime Abatement Committee; Rose Mary Johnson, CCSF Counselor; Rodney Williams, Bay Area Urban League, Inc.; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried to adopt the minutes of March 12, 1992.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher reported that everything is going as well as can be expected in both SECF and EPMC facilities.

Commissioner Palega announced that three interviews for the Executive Directorship has been scheduled for Friday, March 27th, starting at 9:00 a.m.

Commissioners Richardson and Palega, Ms. Sonia Reyes, and Mr. Pitcher met with the DPW Personnel Director at 1170 Market Street on this day. All of the questions except two that were submitted by Commissioner Brown will be used during the interviews. The qualification factor was added in regards to why the applicant felt he/she was qualified for the job. (Results of the interviews will be reported at the next meeting.)

Commissioner Palega thanked Mr. Pitcher for his assistance and said that the DPW Personnel Department was most cooperative.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. DISCUSSION OF SECF TENANT LEASES-HARRY QUINN, REAL ESTATE DEPARTMENT

Mr. Pitcher reported that Mr. Harry Quinn would not be able to attend the meeting, due to illness. Discussion of the tenant leases was postponed to a later date.

VII. NEW BUSINESS

Commissioner Madison had spoken to an employee of the Jamestown Learning Center about the commercial kitchen at the EPMC. He felt that the kitchen was underutilized and suggested that as a means of generating revenues for that facility, perhaps a community food-related business/caterer can make use of it.

Ms. Stoneham-Brown explained that the EPMC kitchen is currently used on a daily basis (Monday thru Friday) by the Jamestown Learning Center's chef in preparation of meals for students and staff. Additionally, the Whitney Young Childcare occasionally utilizes the stove/oven and refrigerators to store perishables. The kitchen is also utilized by those persons/groups using the auditorium on weekday afternoons, evenings and weekends (Saturdays and Sundays).

Commissioner Palega acknowledged Ms. Stoneham-Brown for her maintenance and security of the EPMC. Use of both facilities has been ongoing and there have not been complaints of the upkeep of the EPMC.

Commissioner Ettinger had received a couple of calls regarding the Anna Waden Library. One of the budget proposals being introduced is to have the Waden Library open for only two days per week. There has been a growing sentiment within the schools that use that library daily regarding this issue. The library does serve a large population.

ACTION: Commissioner Ettinger made the motion, seconded by Commissioner Garlington and carried to forward a letter to the Mayor urging him to leave the Waden Library open.

Commissioner Brown noted that there was an article in the newspaper inviting interested persons to attend a protest meeting of the library proposal the previous week. There was a petition circulating three weeks ago in this area requesting the Mayor to revise the library proposal. For clarification, the proposal was to keep the Waden Library open for two hours, two days per week. Commissioner Palega recommended that calls be made in support of keeping the Waden Library open.

Commissioner Garlington complimented Mr. Pitcher on having the light fixture repaired in the front entranceway of the building.

Commissioner Madison had spoken to Ms. Sonia Gray and she extended her appreciation to the Commissioner for giving her the opportunity to make her presentation. She urged that the Commission pursue the matter of arts funding for the BVHP community and that the Commission appear before the Arts Commission to address the same concerns that were expressed to her. Commissioner Palega offered to attend

the Arts Commission meeting with Commissioner Madison at a future date.

Commissioner Brown's understanding was that Ms. Gray felt that the Commission would have to approach the Bayview Opera House for arts funding. Commissioner Richardson felt, however, it was a good concept to attend the Arts Commission meetings.

Commissioner Palega stated that the support from the Bayview Opera House should be solicited before approaching the Arts Commission. Ms. Gray made it clear that the Commission should go through the local art center for art programs and/or funding.

Commissioner Madison believed that Ms. Gray's remark regarding the Opera House was for the art project that Ms. Hardin was proposing; in that, the Arts Commission had funded the max, to the extent that additional funding would have to be sought through another fiscal agent--in this case, it was the Bayview Opera House. The Bayview Opera House is funded by the Arts Commission for its other activities. Perhaps members of the community could encourage the Arts Commission to support the general work of the Bayview Opera House with more monies.

Commissioner Brown concluded that it was reflected in the minutes of March 12th, "The Bayview Opera House currently knows the process that is used and they can request funds from the Arts Commission for various projects.

VIII. PUBLIC COMMENT

No public comments were made.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 6:45 p.m. The next regular meeting will be held on Thursday, April 9, 1992 at 6:00 p.m., in the Community Room.

SOUTHEAST COMMUNITY FACILITY COMMISSION

April 9, 1992

The Agenda of this meeting is missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION

CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

M I N U T E S
THURSDAY, APRIL 9, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DEPOSITORY ITEM
DOCUMENTS DEPT.

APR 28 1992

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PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Matt Ettinger

Others Present: Harry Quinn and Charlie Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Rufus Davis, BVHP Crime Abatement Committee; George Mix, Director, S.F. Bay Area Urban League; Rodney Williams, Director, Bay Area Urban League-Black Male Awareness Program; Lulann McGriff, CCSF Counselor; Christine King, Lynette Jett, Ruthie Rand, Bernice Nicholson, Dorothy Polk, Patricia Washington, Mildred Smith and Sabrina Saunders, CCSF Southeast Campus Students; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried to adopt the minutes of March 25, 1992.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher stated that the Clean Water enterprise sewer service rate increase proposal will be before the Board of Supervisors on Monday, April 13th at 3:00 p.m.

Additional tables and chairs have been obtained for the Southeast Community Facility. Most of the exterior lighting have been repaired and inoperative clocks have been sent back to the factory for adjustment. Also, the door latches/handles that were reported broken on the college portion of the building, are being repaired.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried to accept Mr. Pitcher's report.

VI. PRESENTATION-GEORGE MIX, DIRECTOR, SAN FRANCISCO BAY AREA URBAN LEAGUE

Mr. George Mix presented Commissioner Palega and Mr. Pitcher with t-shirts representing the Black Awareness Program and distributed brochures of the S.F. Bay Area Urban League's First Annual Golf Tournament.

In 1988, there was a needs assessment conducted which reflected the problems in the BVHP area. The Bay Area Urban League-Black Awareness Program is located at 5048 Third Street under the directorship of Mr. Rodney Williams. An open house was held to familiarize residents with the program, its services and staff.

The targeted population for the program is Black males, 13 to 54 years of age. Bus drivers, construction workers, doormen--those who are family oriented (experience in raising a family, church goers and having something to

offer the young men) are being screened to become mentors. Meetings and training sessions will be conducted for the 25 mentors who were selected.

Mr. Mix remarked that suggestions and assistance are welcomed; and invited the Commission to visit the site and get involved in the program's movement. He extended his appreciation to be able to meet with the Commission.

Commissioner Jones asked if consideration has been given to addressing younger males on a preventive basis rather than remediation at the age of 13 and over? Mr. Mix replied that this was explored and money was offered to address 10 year olds; however, it is a very complicated situation and the dedication has to be there. The Sunnydale area was proposed for this, but the time was not feasible and there was inadequate staff. Mr. Mix suggested that perhaps in the future, he could work with Commissioner Jones in pursuing this.

Commissioner Richardson commended Mr. Mix on bringing the program to this community and offered to do outreach with him during the weekends.

Mr. Mix introduced Mr. Rodney Williams, Director of the Black Male Awareness Program. Mr. Williams distributed an announcement of the program and its services. The thrust of the program is three-fold: a) Black male awareness of himself and his culture; b) on-the-job training; and c) job placement. The main focus of the program is getting the Black men aware of their own culture and making them competent conscience, competent awareness of themselves.

Females cannot partake in the awareness part of the program, however, they can participate in the OJT workshops. At present, there are 20 clients per day--which is far less than what they wanted. The young Black males are not participating and more interaction is needed in recruiting them. Mr. Williams requested assistance from the Commission in referring males to the program.

Males lacking a high school diploma or its equivalency are accepted into the program and are given the opportunity to obtain their GED. The job placement eligibility of at least a high school diploma is for Private Industry Council (PIC) referrals.

Commissioner Garlington questioned whether or not the OJT was in duplication with existing programs in the

community. Commissioner Palega responded that currently, there are no other PIC on-the-job training contracts within this neighborhood. Bay Area Urban League has developed a program where a person does not have to be a high school graduate, but must be a San Francisco resident, economically disadvantaged and selected through an oral interview. Mr. Mix added that in terms of duplication of programs, it was explored very carefully and agencies worked closely to try to avoid such from occurring.

Commissioner Palega thanked Mr. Mix and Mr. Williams for their briefing of the program.

VII. DISCUSSION OF SECF TENANT LEASES-HARRY QUINN, REAL ESTATE DEPARTMENT

Mr. Quinn introduced Mr. Charlie Dunn, a new member of the Real Estate Department. Eventually, within the next year, Mr. Dunn will be replacing Mr. Quinn at the meetings.

The Real Estate Department is going through the process of re-evaluating/reappraising the rent for Decorative Plant Service (DPS). Hopefully, a report on the rental rate and amendments will be available in May. The leases at EPMC are in place and there are no problems. The largest issue is the community college in this facility. There has been dialogue with the Chancellor and staff; and they have responded to some amendments that they desire in the current lease. A written response will be submitted from the Real Estate Department, however, it cannot be disclosed because negotiations are underway.

Cellular I has approached the Real Estate Department to add three more tenants to the Southeast Treatment Plant.

Commissioner Palega recommended that when discussion of the leases occur, a draft be sent to the Commissioners via Mr. Pitcher.

Commissioner Madison stated that there is concern regarding DPS complying with the letter of agreement in terms of hiring from within the community. DPS is within the letter of agreement regarding people they hire for one portion of the operation that is conducted in that facility. When the Commission toured the greenhouse, Mr. Rathbun explained that the reason there were few employees from the neighborhood working in the greenhouse was that

their agreement in terms of affirmative action apply only to the operations of one company. It is Commissioner Madison's recollection that DPS does business under two corporations and Commissioner Ettinger feels that DPS may have consolidated all of their operations at this greenhouse.

Commissioner Madison stressed concern that DPS in terms of hiring people from this community does not reflect the spirit of the agreement that was suppose to have been made. For the number of people who are working out of the greenhouse, seemingly, there is not many from this community. Commissioner Madison wanted to know if there was any negotiating room around that point since their lease is up for renewal.

Mr. Quinn stated that the lease was established five years ago and the clause in question recommends that DPS attempt through a good faith effort to hire many people as possible (50%) from the 94124 zip code. During the course of five years, Mr. Rathbun has consolidated with the office on 4th & Bryant. He also has acquired 2-3 other entities during that period of time. The intent at that time was to hire people within the 94124 zip code for the greenhouse. Now since the sales and maintenance plant staff have been consolidated it creates a different set of issues than when the lease was originally established.

There is no driving force to make DPS hire 50% of the staff from this area, however, this is the renewal period with a new base rent. Mr. Quinn understood the circumstances and the Commission's feelings on the matter. Mr. Rathbun is aware of the desires of the Commission, however, with the low economy, his employment level is most likely low. Mr. Quinn offered to discuss these issues with Mr. Rathbun and report back to the Commission.

Commissioner Palega asked that it be taken into consideration that when the previous tenant filed bankruptcy, DPS came in and picked up the lease, as opposed to the greenhouse being vacant. The Commissioners need to be twofold, in that, the questions should be asked, but carefully. He was unknowledgeable of another company in the City that can pick up a lease of that magnitude and get sufficient productivity. The way the economy is, people are not apt to spend their money freely, such as investing in a business. Commissioner Palega concluded that as long as a good effort is made by DPS in terms of apprising the community of job openings and assuring that other

minorities will be hired, it should be adequate.

Mr. Quinn added that during the five year transition because of the economy, DPS has taken on two sub-tenants. This issue has not been looked into by the Real Estate Department because the sub-tenants were not DPS employees.

Mr. Quinn noted that when the lease was developed five years ago, the SECF Commission was not in existence. There was a Southeast Treatment Plant Sewer Advisory Board who assisted with the formation of the SECF Commission with their duties and recommendations on how this facility was to be operated. The Advisory Board and persons involved with the mitigation insisted that the 94124 zip code be placed in the greenhouse agreement to accommodate the community and to make sure that there would be employment for what the greenhouse is intended to be used for--a training facility in that particular area.

The greenhouse was developed to be a growing nursery with a lot of intensive hand labor. When the lease was put out in 1986, the market was such that growing in that facility was unfeasible because of the cost of utilities--it was not considered a hothouse and was not functional, even though it is state-of-the-art. This facility is probably the largest under glass urban hothouse in the country (about 200,000+ square feet). The first tenant had tropical plants and used the greenhouse as a storage warehouse. DPS also uses the facility as a warehouse and there is nominal growing done. It was envisioned that 15-25 people would be employed at the greenhouse, but there is only about 10 employees.

Commissioner Richardson wanted to know if the issue at hand is affirmative action for residents of this area? Mr. Quinn replied that there are two issues: a) the main issue is affirmative action for the community in getting employment in that facility; and b) the second issue, which is DPS problem is economics of doing such--of having enough vacant jobs to fill and locating qualified persons to do the work. In the beginning, DPS was unsuccessful with some of the hirers from the community and, hopefully, a lot of issues can be resolved within the next month. Mr. Dunn added that DPS has lost about 20% of its employees, however, new hirers will be under affirmative action guidelines.

Commissioner Madison suggested that perhaps the Commission could offer DPS an incentive through the rent to deal with

this issue more seriously. Initially, DPS did make a sincere effort to hire from the community and was not very successful. The Commission has the ability to compensate DPS by lowering their cost of doing business by the rent that is accepted--getting a commitment and following through from DPS engaging in the program of hiring within the community and rent lowered because it is the interest of the Commission to see jobs generated within the community.

Commissioner Palega remarked that it would be a shame to have a vacant facility because the Commission could not agree on a lease--because of the efforts to assure that 50% of hirers are from this area. DPS has made a good faith effort and job announcements have been disseminated to a number of community agencies. Commissioner Palega did not want to see a larger deficit for the City. The Commission will continue to monitor DPS and questions will be raised as in the past. It was made very clear the direction of the Commission in terms of the making sure that when openings become available, members of this community will be given an opportunity to apply.

VIII. REPORT-GLORIA CROSSON, DEAN, SOUTHEAST CAMPUS

Ms. Crosson was not available to give a report.

Ms. Lynette Jett, student in a sewing class on-site expressed concern that the Commission was considering relocating the sewing classes to Jedediah Smith site. Commissioner Palega clarified that the Commission has never made any comments to remove classes from this facility. The college has a lease with the Commission and the Commission cannot dictate what to do with the classes. The Commission has tried to assure that the community is aware that classes are being offered and to attend.

Ms. Lulann McGriff stated that other space was being sought because of the demand for credited classes. However, space have been identified in this facility to offer the credited and sewing classes. Ms. McGriff assured the students that the sewing classes will not move to another site.

Mr. Pitcher encouraged the students to attend the Commission meetings held every second Thursday and fourth Wednesday of the month at 6:00 p.m.

IX. NEW BUSINESS

No new business to report.

X. PUBLIC COMMENT

Ms. Lulann McGriff reminded the Commissioners of the Southeast Open House on April 30th, 10:00-2:00 p.m. The college will be having summer school this year.

XI. ADJOURNMENT

A motion was made by Commissioner Jones, seconded by Commissioner Garlington and carried for adjournment. The meeting adjourned at 7:35 p.m. The next regular meeting will be held on Wednesday, April 22, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

Frank Jordan
Mayor

President

Sululagi Palega
Vice President

Bobbie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

da Richardson

NOTICE OF CLOSED MEETING

Thursday, April 9, 1992

7:30 p.m.

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

A G E N D A

DISCUSSION of SECF Executive Director Position

Following the regular meeting of the Commission, the Commission will convene into closed session and receive a report from the Interview Committee. The report will be discussed and a decision may be made.

This closed session is held in accordance with government code Section 54957 authorizing closed sessions for this purpose.

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SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

NOTICE OF MEETING

Wednesday, April 22, 1992 - 6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - April 9, 1992
- IV. COMMUNICATIONS
- V. REPORT - Todd Cockburn, Executive Director, CWE
or Designee
- VI. INTRODUCTION OF MR. TOYE MOSES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Ella Stoneham-Brown at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Ella Stoneham-Brown at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

MINUTES
WEDNESDAY, APRIL 22, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Laroy McDonald, Business Development, Inc.; George Mix, Director, S.F. Bay Area Urban League; Gloria Crosson, Dean, CCSF Southeast Campus; Gail Benton, YCD Staff Person; Jeffrey Collins, Lottie Mayfield and Toni Tennyson, residents; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to adopt the minutes of April 9, 1992.

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IV. COMMUNICATIONS

Refer to "Item V" for communications submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher stated that the letters of denial and acceptance for the three candidates who applied for the Executive Director position were signed that evening and are ready to be mailed (copies will be forwarded to each Commissioner for their perusal).

Mr. Pitcher and Ms. Stoneham-Brown attended the Board of Supervisors meeting of the Finance Committee. The contract for security guard services at EPMC is due for review and approval by the committee and it will be before the Board of Supervisors on Monday, April 27th. This will allow City Purchasing to request bids from private minority contractors. As mentioned previously, EPMC is funded through the general fund and such sites are subjected to the cuts that the Mayor is requesting. Mr. Pitcher was asked to apply a \$45,000 reduction to the budget at EPMC.

On Saturday, April 25th DPW will be involved in two events city-wide:

- a) The Earth Day Project sponsored by the New Bayview Committee and other community groups will be held outside the Bayview Opera House area. DPW officials have been assisting community groups in providing services for this event. In addition, the Mayor is expected to attend. Mr. Pitcher was glad to report that the partnership between the City and community is excellent.
- b) Stenciling Program sponsored by DPW throughout the City and Bay Area. City volunteers will be placed at 7-10 locations to make the public conscious of what is being poured into the storm drains, e.g. oils and toxic waste--by stenciling on storm drains and watching the affects of the treatment.

Commissioner Garlington concurred that people should be alerted to the risk of improperly disposing of toxic waste. She noted the explosion that occurred at Guadalajara earlier that day as a result of incorrect disposal. Mr. Pitcher stated that San Francisco has a combined sewer system--everything that goes into the sewer

drains has to go through the treatment plants before discharge into the ocean. When it rains, the capacity is sometimes so enormous that the plant cannot treat everything before discharge; and when toxic waste and oils are poured into the drains, it makes it more difficult and expensive for treatment.

At the last meeting, it was reported that DPW will be before the Board of Supervisors to propose a sewer service rate increase of 21%. There has been great opposition against the proposal resulting in it being referred back to the Finance Committee. The incident that occurred in Guadalajara reflected that pouring toxic waste into drains could be explosive and dangerous. The sewer treatment is operated 24 hours daily at various locations and there are 900 miles of underground pipes that are connected to the sewer. These technical operators must be highly trained and it takes money to assure that there are adequate employees to run these operations. It is a serious matter when personnel who are crucial to the operations of these dangerous types of utilities are laid off.

Commissioners Garlington and Madison were at the Finance Committee Meeting on April 13th representing the City for the water increase. Commissioner Garlington expressed appreciation to Mr. Nothenberg and Mr. Harvey Rose for their support of DPW. Mr. Pitcher acknowledged Commissioners Garlington and Madison for their support of the DPW proposal.

DPW will be observing National Public Works week on May 17-23. Speakers from DPW will visit various groups and schools to make presentations on the functions of DPW. DPW will be sponsoring an all day event of activities and displays for all ages on May 16 at 2323 Army Street, starting at 9 a.m. Everyone was invited to attend.

There was an article in the New Bayview Newspaper regarding George Washington Carver Elementary's participation in the "Principal For A Day" project. Commissioner Jones (Principal of Carver Elementary) was commended and encouraged to keep up the good work and dedication to providing programs for her students. Commissioner Jones believes that children should be career motivated and she is very supportive of such projects.

ACTION: A motion was made by Commissioner Jones, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.

VI. INTRODUCTION-MR. TOYE MOSES

Mr. Pitcher announced that Mr. Toye Moses was selected unanimously as the Executive Director for the Southeast Community Facility Commission. Mr. Moses has agreed to come aboard, however, there are several pending events that he has to complete for YCD--making May 22nd the earliest date for the transition from YCD to SECF.

Mr. Toye Moses thanked the Commission for his new appointment. He enjoys working with the community and has worked with non-profit organizations for the past 15 years. He assured that the Commission did not make an error in their selection of him and looks forward to working with them.

Mr. Pitcher stated that space will be provided at 1550 Evans Street for Mr. Moses to familiarize himself with the routine procedures and receive first-hand knowledge of the operation. Consideration is being given to converting the vacant senior area into offices for the Commission and Executive Director.

Mr. Laroy McDonald wanted to know the job scope of the Executive Director's duties and will there be a replacement for the Director at YCD? Mr. Pitcher replied that there is a job announcement for the YCD position circulating and the deadline is May 4th. Mr. Pitcher offered to provide a copy of the job description and other pertinent information to Mr. McDonald. Commissioner Palega noted that the job announcement was posted through the Civil Service system and throughout the community.

VII. NEW BUSINESS

Commissioner Madison stated that at the last meeting, Mr. Harry Quinn reported on the negotiations for the greenhouse. Commissioner Madison asked Commissioner Ettinger if the concerns reflected in the minutes were adequate? Commissioner Ettinger expressed his appreciation to Commissioner Madison for bringing up the subject of the lease at the previous meeting. He hopes that the lease will be discussed further prior to the new lease being signed.

Commissioner Palega clarified that the draft for the greenhouse agreement has not been provided to Mr. Pitcher. However, prior to any finalization, the Commission will have an opportunity to review and discuss the draft.

Mr. Pitcher asked that the Commission not anticipate the draft within the next few weeks, due to the 3+3 retirement and shortage of employees (Real Estate Department lost four employees and cannot backfill).

Mr. Pitcher contacted the City Attorney to request an opinion on this situation--perhaps both the City Attorney and Real Estate can be placed on the same agenda for an in-depth discussion of the leases.

Commissioner Brown recognized Commissioner Madison for his excellent job in exploring the concerns that were requested. Commissioner Palega suggested that until the draft is received, questions be directed to Mr. Quinn or Mr. Pitcher.

Commissioner Ettinger conversed with Mr. Quinn concerning the MOU. His basic issue is: "If an MOU is going to exist, there should be warrants that can be enforced." This issue has been lingering and seemingly, the President of DPS does not seem committed to the MOU or to really making a good faith effort.

Commissioner Palega reiterated that a vacant building would not be feasible and given the condition of the economy, large companies are scarce to take over such a lease. However, this should not discourage anyone from raising questions and/or concerns.

VIII. PUBLIC COMMENT

Commissioner Garlington announced the Southeast Campus Open House on April 30th, 10-2 p.m. and its partial listing of credited course offerings for the Fall semester (flyers were distributed).

Ms. Stoneham-Brown announced that on Friday, April 24th, the Mayor will be visiting the EPMC concerning a kickoff week for city-wide community development block grant activities, 10-12 p.m., in the Auditorium.

Mr. Pitcher complimented and thanked Commissioner Madison on his donation of cheesecake for the meeting.

Mr. McDonald reported that Mr. Calvin Hayes has been ill. Mr. Pitcher suggested that a get well letter be sent to Mr. Hayes on behalf of the Commission.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried to forward a letter and card expressing best wishes for a speedy recovery.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 7:00 p.m. The next regular meeting will be held on Thursday, May 14, 1992 at 6:00 p.m., in the Community Room.



SF

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday, May 14, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

nda Richardson

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - April 22, 1992
- IV. COMMUNICATIONS
- V. REPORT - Todd Cockburn, Executive Director,
CWE or Designee
- VI. REPORT - Facilities Committee, Greenhouse
Lease Extension
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

May 14, 1992

This meeting was not held.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

7/92

FRANK JORDAN
Mayor

NOTICE OF MEETING

Wednesday, May 27, 1992 - 6:00 p.m.

President
Sululagi Palega
Vice President

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - April 22, 1992
- IV. COMMUNICATIONS
- V. REPORT - Toye Moses, Executive Director,
Southeast Community Facility Commission
- VI. REPORT - Facilities Committee, Greenhouse
Lease Extension
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

DOCUMENTATION

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

MINUTES

WEDNESDAY, MAY 27, 1992

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

JUN 8 1992

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PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Matt Ettinger
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Brown
Commissioner Garlington

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Laroy McDonald, Business Development, Inc.; Gloria Crosson, Dean, CCSF Southeast Campus; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Ettinger, seconded by Commissioner Jones and carried to adopt the minutes of April 22, 1992.

IV. COMMUNICATIONS

Correspondence was sent to Mr. Calvin Hayes on behalf of the Commission wishing him a speedy recovery. Mr. Pitcher reported recent news of Mr. Hayes recovering very well.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses thanked the Commission for selecting him to the Executive Director position. He officially started his new position on May 22nd and is currently stationed at 1550 Evans Street. The staff has been providing technical assistance, orientation and manuals to familiarize him with CWE, his responsibilities and the overall process. He enjoys his work and looks forward to working closely with the Commission.

Mr. Pitcher added that Mr. Moses will be at the Evans site for a few months and as reported previously, the vacant senior area is being explored to install partitions for offices for the Commission and Mr. Moses. Mr. Pitcher acknowledged the Commission for their selection and is confident that Mr. Moses will do an excellent job for the Commission, the community and City as a whole. The staff will always be visible and provide support from the City to the Commission.

VI. REPORT-FACILITIES COMMITTEE, GREENHOUSE LEASE EXTENSION

Mr. Charles Dunn reported that Decorative Plant Service (DPS) was given the options for renewal of their lease. They have exercised their option of renewing the lease for another five years and the only modification to the lease would be the redetermination of a fair market value. After extensive research, it was determined that \$9,600 per month would be a fair market value (approximately 14% increase). Mr. Dunn recommended that the Commission approve the new rate. In addition to the lease, Mr. Edward Rathbun proposed a horticulture apprenticeship on-the-job training summer program (proposal was submitted for the Commissioners' review).

Commissioner Jones reported that the Facilities Committee met with the Department of Real Estate and Mr. Rathbun of DPS. She expressed that the Facilities Committee feels very strongly about maintaining the present tenant in the greenhouse facility and urged that the recommendation be

approved. Commissioner Palega added that Mr. Rathbun's proposal is to train the youth in this area who are attending high school. The training will get the youth involved in the plant preparation and various maintenance related to plants and the greenhouse operations--with the understanding that if they do well and maintain a "C" average, the opportunity will be available for pursuing a career in this field.

Mr. Rathbun had also discussed the hiring practices. It was evident that only a few positions will become available. Mr. Rathbun has used the mailing list that was submitted by Mr. Pitcher and has made an effort to contact some of the agencies. The committee felt very pleased with the outcome of the meeting.

Mr. Pitcher noted that it is Mr. Rathbun's intention to start the OJT this summer. DPS can hire two full-time or four part-time students. This decision and qualified candidates for these positions will be left up to the Commission. Commissioner Jones suggested that the Commission select four part-time students because many of them will be involved in summer school or various summer programs.

ACTION: A motion was made by Commissioner Jones, seconded by Commissioner Richardson and carried to have four part-time students in the summer program, as opposed to two full-time students.

Commissioner Jones added that the Commission will have to decide the recruitment process to use in filling these positions. Mr. Pitcher asked that the Commission refer prospective candidates from the 94124 area as soon as possible. Commissioner Richardson asked that YCD be contacted to assist in the referral process.

Commissioner Palega suggested that eligible applicants be referred to DPS because DPS will conduct the screening and interviewing process. YCD is currently recruiting for the summer youth employment program and probably have applicants who are in an income bracket over the eligibility standards of their program--perhaps these applicants who do not qualify for such summer programs could be referred to DPS.

Commissioner Richardson stated that the Commission should apprise DPS that the summer program and their hiring

practices will be closely monitored. Commissioner Ettinger wanted to know how many jobs will be available at the greenhouse for the residents of this area? Commissioner Palega replied that Mr. Rathbun did assure that this community will have the first opportunity at whatever positions that become vacant, and an effort will be made to recruit from the mailing list he received. However, there are employees at DPS who have been there for several years.

Mr. Dunn noted that Mr. Rathbun has lost about 20% of his employees, due to the recession and budgetary constraints. This is a good faith effort in terms of affirmative action on the part of DPS in giving the residents of the 94124 area an opportunity to be hired. Mr. Dunn further stated that a letter will be sent to Mr. Rathbun that the Commission will be monitoring the quarterly employment figures. Commissioner Palega added that currently, there are about 11-12 employees throughout the company from this area.

Commissioner Ettinger wanted to know whether or not the two subtenants at the greenhouse were a part of DPS? Mr. Dunn believes that DPS is interrelated with one and the other is a separate entity. Both subtenants are required to report employment on the quarterly report.

Commissioner Madison questioned where the reports were. Commissioner Palega stated that the reports were not available to the Committee during the meeting. Mr. Pitcher explained that at the time of the original lease, there were only a certain number of employees in the facility. DPS has expanded to various areas, however, the lease applies to the operations of the greenhouse facility. Subsequent to DPS having the lease, they consolidated all of the outside entities into one. Prior to the consolidation, each entity had its own staff and the question now is whether or not the MOU applies to just this facility or does it go beyond what was originally entered into with the City to affect other entities that are not a part of the agreement--should these entities be subjected to the MOU? When employees were needed, some of those entities did hire from within this area. They are trying to comply with the MOU, but during the past year, the recession has had an affect on their employment status (instead of hiring, DPS has had to lay-off personnel). Mr. Pitcher strongly urged the Commission to approve the recommendation of the Committee.

Commissioner Madison asked that in terms of the subtenants, has the City Attorney determined whether or not they are bound by the MOU in the same fashion as DPS? Mr. Pitcher stated that he is awaiting a response from the City Attorney's Office.

Mr. Dunn stated that the Department of Real Estate feels that the subtenants are bound to the conditions of the MOU. One subtenant was reporting on the quarterly report, but there was an oversight on the other subtenant because it were not interrelated with DPS.

Commissioner Madison remarked that the apprenticeship program is an excellent way for DPS to address the problem of locating qualified employees from this community. This is the type of outreach activity that is needed and had it been introduced before probably could have circumvent this problem.

Commissioner Palega concurred and stated that Mr. Rathbun did not have to offer this program or accept the 14% increase in the new lease. He commended the committee on their efforts.

ACTION: A motion was made by Commissioner Jones and seconded by Commissioner Madison to accept the Committee's report to extend the DPS lease. The motion was carried by a majority vote with one nay.

Mr. Pitcher asked that all applicants for the apprenticeship program be referred to his office.

VII. NEW BUSINESS

Commissioner Palega announced that the Opera House has for the past 4-5 years been recruiting youth and young adult opera singers from the South Pacific population. There will be a performance on June 7th, 8 p.m. at the War Memorial Opera House. Complimentary tickets are available for large groups by contacting Commissioner Palega. Ms. Gloria Crosson requested 25 tickets for her students. Commissioner Madison was asked to inform the Bayview Opera House of this event.

Mr. Pitcher thanked Commissioner Richardson for the clock she contributed for the meetings.

Ms. Crosson announced the "South Bayshore 2000" Economic, Business Development Job Opportunities Workshop scheduled for Saturday, May 30th. Registration is from 8-9 a.m. and workshop from 9-12:30 p.m. Refreshments will be donated by the Organization of Businesses at Hunters Point Shipyard through the efforts of Commissioner Madison. Commissioner Richardson has assisted with the dissemination of flyers and outreach into the community. Ms. Crosson requested assistance in contacting one of the speakers Mr. Kent Sims, Director, Mayor's Office of Economic Planning and Development that it is vital he attend. Mr. Laroy McDonald and Commissioner Palega offered to persuade him to attend the workshop.

The CCSF Southeast Campus Newsletter will be circulated that week. Summer school session is scheduled for the month of June for only non-credit classes.

VIII. PUBLIC COMMENT

Mr. Laroy McDonald acknowledged the Commission for their selection of Mr. Toye Moses to the Executive Director position. Mr. McDonald has been reaching out to the youth from within the community to mainstream back into the system. He has had success in working with them individually--to acquire their GED and learn job skills. Commissioner Palega commended Mr. McDonald on his initiative and efforts.

IX. ADJOURNMENT

A motion was made by Commissioner Madison, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 7:10 p.m. The next regular meeting will be held on Thursday, June 11, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

NOTICE OF MEETING

DOCUMENTS DEPT.

Thursday, June 11, 1992

JUN 8 1992

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1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - May 27, 1992
- IV. COMMUNICATIONS
- V. REPORT - Toye Moses, Executive Director,
Southeast Community Facility Commission
- VI. NEW BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Ella Stoneham-Brown at 431-9430 at least one week prior to the meeting..
2. A sound enhancement system will be available at the meeting upon request. Please call Ella Stoneham-Brown at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

M I N U T E S
THURSDAY, JUNE 11, 1992

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

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Excused: Commissioner Ettinger
Commissioner Garlington
Commissioner Jones

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Laroy McDonald, Business Development, Inc.; Lulann McGriff, CCSF Counselor; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried to adopt the minutes of May 27, 1992.

IV. COMMUNICATIONS

Correspondence was sent to Ms. Carmen Santoni, Personnel Manager of Decorative Plant Service (DPS) containing a partial list of 12 referrals for the horticulture apprenticeship program. Applications are still being accepted until June 12th, interviews will take place on June 15th, and selection will be made on June 16th.

DPS has openings for an Interior Plant Care Technician and Design/Interior Plant Sales Representative (job announcements were submitted for the Commissioners' perusal). Mr. Dunn stated that the Interior Plant Care Technician position has already been filled by a community person.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses has been reviewing the legislation of Rules of Order, Administrative Code, City Charter and Brown Act. There is an addendum being proposed to the Brown Act by Senator Quentin Kopp. The bill will require detailed public notice before closed meetings and recordings of such sessions. (The Commission will be notified if and when this goes in effect.)

Mr. Moses attended a city-wide health advisory board meeting on preventive measures of lead poisoning of children. Upon approval of the Commission, Mr. Moses suggested that Mr. Neil Gendel who represents the Coalition to Prevent Lead Poisoning, be invited to the next Commission meeting to give a presentation and disseminate information. (All Commissioners were in consensus of inviting Mr. Gendel to the next meeting.)

Mr. Moses has been working with Mr. Pitcher and Ms. Stoneham-Brown in compiling a list of community resources for informational and referral purposes. Commissioner Madison questioned including churches on such a roster because of the possibility of promoting religious services. Mr. Pitcher explained that the directory being proposed is a community mailing list that includes all the churches and organizations with contacts and services/programs available. In terms of churches, the religious denomination is not being advocated or promoted, however, they will be used for communication purposes. After the draft is completed, the Commission will have an opportunity to review it before publication.

Commissioner Richardson noted that there are some churches that do offer tutorial, educational programs (she will submit the names of those churches). Mr. Laroy McDonald stated that Business Development, Inc. (BDI) has an updated roster available with community resources. The BDI secretary can be contacted for this information. Commissioner Brown asked that the churches be contacted for permission to publish their services because there are some parameters around their programs, such as waiting lists and priorities to members for these services. Mr. Pitcher suggested that if there is a need for more tutorial services, perhaps the school board could be approached for volunteer teachers and a location sought to have this type of service.

ACTION: A motion was made by Commissioner Brown, seconded by Commissioner Richardson and carried to accept Mr. Moses' report.

VI. NEW BUSINESS

Mr. Pitcher reported that Ms. Gloria Crosson was unable to attend the meeting, however, Ms. Lulann McGriff was available for comment. Ms. McGriff reported that the CCSF Counselors at the main campus have been assisting with the recruitment of students for this facility and Ms. Crosson has been working on developing a resource center. Ms. McGriff requested additional help in recruiting students for the summer classes at the Southeast Campus. The sum of \$35,000 was received from Levi Strauss for advertisement.

Ms. McGriff announced that the dedication for the Josephine Cole Library will be on Sunday, June 28th at 2:00 p.m. (invitations will be sent to the Commissioners). Mr. McDonald added that BDI will be donating the plaque for the library.

VII. PUBLIC COMMENT

Commissioner Madison announced that a tentative public meeting for the subcommittee of the Shipyard has been scheduled for July 6th, at the Southeast Community Facility, 6:00 p.m.--the Mayor is expected to attend.

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VIII. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 6:50 p.m. The next regular meeting will be held on Wednesday, June 24, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

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JUN 22 1992

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FRANK JORDAN
Mayor

Agenda
NOTICE OF MEETING

Wednesday, June 24, 1992, 6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

President

Sululagi Palega
Vice President

Bobbie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

nda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES, June 11, 1992
- IV. COMMUNICATIONS
- V. REPORT - Toye Moses, Executive Director, Southeast Community Facility Commission
- VI. PRESENTATION - Neil Gendel, Coalition to Prevent Lead Poisoning
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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DISABILITY ACCESS INFORMATION

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5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

June 24, 1992

The Minutes of this meeting are missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION

CITY and COUNTY OF SAN FRANCISCO

DEPOSITORY ITEM
DOCUMENTS SECT.

JUN 29 1992

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NOTICE OF MEETING

Wednesday, July 1, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

nda Richardson

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT - Toye Moses, Executive Director,
Southeast Community Facility Commission
- VI. DISCUSSION - Childcare Facility Lease
(Economic Opportunity Council of S.F-Lessee)
- VII. DISCUSSION - Letter of Endorsement for
Coalition to Prevent Lead Poisoning (CPLP)
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

DISABILITY ACCESS INFORMATION

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

MINUTES
WEDNESDAY, JULY 1, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

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JUL 21 1992

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Ethel Garlington
Commissioner Louis Jones

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Laroy McDonald, Business Development, Inc.; Jeffrey Collins and Roland Bryant, resident; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes of June 24, 1992 were unavailable for adoption.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses stated that at the previous meeting, it was approved to invite Dr. Raymond Baxter, Director of Public Health and Ms. Cynthia Selmar, Director of the Southeast Health Center. They have relayed that July 22nd would not be a feasible time to meet with the Commission. However, one of the meeting dates in August would be appropriate. Mr. Moses requested approval to extend an invitation for both parties to attend one of the meetings in August.

ACTION: A motion was made by Commissioner Richardson, seconded by Commissioner Ettinger and carried to extend the invitation for Dr. Baxter and Ms. Selmar to meet with the Commission in the month of August. (Mr. Moses will send a letter to this affect and acquire confirmation.)

Mr. Moses reported that staff is still working on resources for the directory with BDI--a draft should be available shortly (Commissioners will be kept abreast of its latest development). Commissioner Madison asked if the list will be updated by the end of August because he would like to utilize it for a mailer. Mr. Moses anticipates the directory to be updated, but perhaps not fully completed at that time--it will be made available for Commissioner Madison to use.

ACTION: A motion was made by Commissioner Richardson, seconded by Commissioner Madison and carried to accept Mr. Moses' report.

VI. DISCUSSION-CHILDCARE FACILITY LEASE (ECONOMIC OPPORTUNITY COUNCIL OF S.F.-LESSEE)

Commissioner Madison wanted clarification on the correct termination date because two different dates were given. Mr. Dunn clarified that the correct termination date is July 31, 1997, as opposed to June 30, 1997.

Commissioner Madison asked Mr. Dunn on behalf of the Real Estate Department, whether or not there were anything on the lease that the Commission should call attention to? Mr. Dunn replied that there was extensive input from the City Attorney's Office and it does cover all basis in terms of City leases--nothing in particular to call to the attention of the Commission.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Richardson and carried to approve the childcare facility lease as set forth by the Real Estate Department.

VII. DISCUSSION-LETTER OF ENDORSEMENT FOR COALITION TO PREVENT LEAD POISONING

At the last meeting, Mr. Neil Gendel requested a letter of endorsement from the Commission.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Ettinger and carried to submit a letter on behalf of the Commission supporting the Coalition to Prevent Lead Poisoning. (Mr. Moses will forward a letter to Mr. Gendel.)

VIII. NEW BUSINESS

Commissioner Palega reported that the City and County of San Francisco, through the Job Training Partnership Act (PIC) recently acquired an additional \$2 million, which will provide another 1,600 slots for economically disadvantaged youth. These funds became available as a result of the Rodney King situation and riots that recently occurred.

PIC has been authorized to hire certified youth and the youth will go through a community-based agency. Those agencies would then develop work sites at non-profit organizations. The stipulation regarding "Only one member of a family can participate" will be deleted, geographical areas will be waived and basically, young people will be sought between the ages of 14 and 21 desiring employment. This will be an ongoing process and some youth can obtain eight-hour per day jobs. This project is setup for

non-profit organizations and work sites are being sought where supervision of these young adults can take place. City and Government agencies have already taken advantage of this project. Commissioner Palega noted that the MOU strongly reflects that the youth being hired cannot replace a permanent employee.

Commissioner Brown questioned the acceptance of 12-year olds into the program because they are mentioned on the work permit. It was Commissioner Palega's understanding that work permits will not be issued to 12-year olds. Mr. McDonald stated that BDI will be attempting to offset this in another year or two by establishing a program for 12-13 year olds to do yard maintenance work for seniors. There are 12-13 year olds who are not qualified to obtain work permits, but desire to work during the summer months.

Commissioner Madison wanted to know the status of replacing the President's position. It was Commissioner Palega's understanding that staff was trying to get a reading from the City Attorney's Office; however, he believes the bylaws reflect that the Vice President automatically replaces the President and another Vice President will be elected. (There was a brief discussion on the placement of photographs in the main lobby--after a term of office or membership.)

Commissioner Palega advised that Commissioners submit their resumes to the Mayor's Office as requested by the Mayor. Mr. Moses offered, as a reminder, to contact those Commissioners who have not forwarded their resumes.

IX. PUBLIC COMMENT

Commissioner Palega announced that he and Mr. Pitcher will be on vacation. Commissioner Palega wished everyone a pleasant and safe 4th of July.

X. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 7:00 p.m. The next regular meeting will be held on Wednesday, July 22, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

M I N U T E S
WEDNESDAY, JUNE 24, 1992

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Ethel Garlington

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Laroy McDonald, Business Development, Inc.; Neil Gendel, Coalition to Prevent Lead Poisoning; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Jones and carried to adopt the minutes of June 11, 1992.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Affirmative Action Report (period ending May 31st) from Ms. Carmen Santoni, Human Resources Director of Decorative Plant Service (DPS).

Commissioner Ettinger expressed concern regarding the statistics and the percentage of community residents employed by DPS. After discussion on the report, Commissioner Palega asked that this be referred back to the Executive Director for more clarification as to whether or not these employees were former residents of BVHP and if there are vacancies in those slots.

Mr. Pitcher understood Commissioner Ettinger's concern, but was confident that DPS is making a good faith effort in meeting the goals and ensuring/ adhering to the report. Commissioner Jones suggested that the next report should reflect what the actual percent of those part-time employees were. Commissioner Richardson suggested that DPS be given ample time to meet the commitment of the new openings. Commissioner Palega suggested that anyone with concerns should work with staff in addressing them and report back to the full Commission.

- b) Letter of appreciation from Ms. Santoni acknowledging the referrals for the DPS Horticulture Apprenticeship Summer Program and listing the four applicants who were selected for the program. The program will begin June 16th.

Commissioner Palega asked that a letter be sent to the four students informing them that the Commission will assist with supportive services, if needed. Mr. Moses stated that YCD has been helpful in referring prospective candidates and he will continue to work with YCD for future references.

- c) Letter from Ms. Gloria Crosson stating that she will be on vacation from June 22nd through July 2nd. Attached was an announcement of the Junior Publishing Program commencing June 22nd through July 31st at the Southeast Campus.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that during the past two weeks he had an opportunity to visit and meet the tenants at the satellite centers, EPMC and the SECF. He attended the Board of Supervisors meeting on June 22nd and the topic of discussion was budget cuts. Commissioners Ettinger, Madison and Garlington were also in attendance. The next meeting will be held in the Western Addition part of the City.

Commissioner Richardson wanted to know if the budget cuts would affect the southeastern sector? Commissioner Madison replied that the Controller's Office indicated that they will attempt to block out the portion of the budget that pertains to BVHP--perhaps Supervisor Shelley's Office can be contacted for this information.

Mr. Moses, who is a member of the Human Rights Commission (Youth and Education Committee), attended their meeting on June 18th. They are currently dealing with the issue of preventing minority youth from failing in school. On June 12th, Mr. Moses was a guest speaker at the Carver Elementary Graduation Ceremony and he spoke on the same subject.

The quality of health care being provided in BVHP has been a great problem. Ms. Cynthia Selmar has been appointed as the Director of the Southeast Health Center. Mr. Moses suggested that an invitation be given to Dr. Raymond Baxter, Director of Public Health and Ms. Selmar to meet with the Commission.

ACTION: A motion was made by Commissioner Richardson, seconded by Commissioner Madison and carried to invite Dr. Baxter and Ms. Selmar to the meeting of July 22nd.

Mr. Pitcher commended Mr. Moses on his performance and the enormous amount of contacts and tasks he has undertaken.

Mr. Pitcher reported that the proposed childcare lease is ready and available for review. It is of urgency that the lease be processed as soon as possible, and the Commissioners were asked to call a special meeting to make a decision on the lease. Commissioner Palega announced that he would be on vacation and requested that the next Commission meeting be changed to an earlier date.

Commissioner Madison wanted a briefing on the new child-care tenant (Economic Opportunity Council) who will be replacing Far West Lab. Commissioner Palega and Mr. Pitcher gave a brief overview of the EOC. Ms. Stoneham-Brown noted that EOC is currently the fiscal agent for two of the childcare satellite centers.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried to change the first meeting in July to Wednesday, July 1st. (Copies of the proposed childcare lease will be forwarded to each Commissioner prior to the meeting.)

VI. PRESENTATION-NEIL GENDEL, COALITION TO PREVENT LEAD POISONING

Mr. Neil Gendel thanked the Commission for inviting him to meet with them. Information on prevention of lead poisoning and the goals of the Coalition to Prevent Lead Poisoning (CPLP) were distributed. CPLP has been organizing communities to work with young children in preventive measures of lead poisoning. They have been dealing with community groups in apprising them of the problem and the importance of providing information to the parents--to educate the public about what can be done to prevent lead poisoning, the do's and don'ts in caring for their homes, and services available to screen for lead poison.

Lead is found in paint, crystal, ceramics, solder that holds pipes together, brass fixtures, etc. Children are more susceptible to lead poison--a child will absorb up to five times as much lead as an adult through swallowing or inhaling. The contents of lead in a person's system can only be detected through a blood test. One out of 12 children are tested with lead poison. It affects a child's development, learning and thinking abilities.

Due to the leaded paint used in older San Francisco houses, it is one of the top ten cities in the country with a high rate of lead poisoning. CPLP is starting to educate the teachers and presently there are 37 preschools involved. The schools, Department of Public Services and Health Departments have been assisting in disseminating information. There is a free health care program for children of low-income families, however, most children

can be tested free as part of a City program through district health centers. If lead is not treated, it can get into the blood system. It is hoped that Supervisor Shelley will introduce a legislation on lead poisoning. CPLP is trying to do a comprehensive plan for communities throughout the City.

Mr. Gendel requested assistance with reaching community groups in BVHP and a letter of support for CPLP. Commissioner Palega noted that staff is developing a resource directory and perhaps this could be of assistance. Mr. Moses offered to work with Mr. Gendel.

VII. NEW BUSINESS

Commissioner Madison announced that the Businesses/Tenants Association of the Shipyard, the California Lawyers for the Arts (Art House) and the Bayview Opera House wants to sponsor a conference on October 24th to propose art projects for facilities in this community. He requested a written endorsement from the Commission for this conference. Commissioner Palega suggested that the group make a presentation on the second meeting in July.

Commissioner Madison reported that the Department of Park and Recreation is considering pool schedules for the Martin Luther King Swimming Pool on Third Street. Because of the cutbacks, the senior instructors have submitted their schedules, but have had them returned with drastic changes (afternoon sessions). Commissioner Madison encouraged that letters be sent to the Department of Park and Recreation to allow senior instructors to make their own decision on their schedules. Commissioner Jones remarked that perhaps the afternoon schedules are due to summer school.

Commissioner Palega asked that this matter be placed on the agenda of the second Commission meeting in July. Also that a copy of the schedule and information be obtained. Meanwhile, Commissioner Palega and Mr. Moses will work on inviting Mr. Joe Robinson, Superintendent of Park and Recreation or Ms. Mary Burns to the meeting. Commissioner Ettinger asked that Mr. Greg Buffin also be invited.

VIII. PUBLIC COMMENT

Mr. Moses announced that the San Francisco African American Historical & Cultural Society will be holding its 37th Anniversary Award Dinner on Friday, June 26th, at the Sheraton Palace Hotel, 6:30 p.m.

Commissioner Palega announced that Private Industry Council (PIC) has additional monies for summer youth programs--referrals are needed.

IX. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 7:35 p.m. The next meeting will be held on Wednesday, July 1, 1992 at 6:00 p.m., in the Community Room.

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

da Richardson

NOTICE OF MEETING

Wednesday, July 22, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

/// A G E N D A

DOCUMENTS DEPT.

JUL 17 1992

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- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: June 24, 1992 & July 1, 1992
- IV. COMMUNICATIONS
 - Invitation to Dr. Raymond Baxter
 - Invitation to Ms. Cynthia Selmar
 - Endorsement letter to Mr. Neil Gendel
 - Letter of support/encouragement to youth in DPS Horticulture Apprenticeship Summer Program
- V. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
 - Presentation by Commissioner Madison regarding endorsement for the conference on Oct. 24, 1992
 - Discussion on Martin Luther King Swimming Pool Summer schedules
- VII. NEW BUSINESS: Extend invitation to David Gilmore, Director of S.F. Housing Authority
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meetings of the SECF Commission are scheduled for Thursday, August 13 and Wednesday, August 26, 1992

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
WEDNESDAY, JULY 22, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

FRANK JORDAN
Mayor

President
Sululagi Palega
Vice President

Bobbrie Brown
Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison

Richardson I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega

Excused: Commissioner Linda Richardson

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Laroy McDonald, Business Development, Inc.; Gloria Crosson, Dean, CCSF Southeast Campus; Espanola Jackson, District "7" Democratic Club; Sam Murray, Director, Young Community Developers; Alma Robinson, California Lawyers for the Arts; Karen Higgins, Potrero Hill Resident Management Association; Eddie Welbon, S.F. African American Joint Education, Business & Economic Development Commission; Carrie Jones and Ethel Bowers, BVHP residents; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Jones, seconded by Commissioner Garlington and carried to adopt the minutes of July 1, 1992.

IV. COMMUNICATIONS

The following correspondence were forwarded and copies provided for the Commissioners' perusal:

- a) Invitation to Dr. Raymond Baxter and Ms. Cynthia Selmar to meet with the Commission. No response has been received.
- b) Endorsement letter to Mr. Neil Gendel.
- c) Letter of support/encouragement to youth in DPS Horticulture Apprenticeship Summer Program.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that on July 2nd, he attended an orientation at City Hall on "How to Write Legislation and How the City Makes Policy". The workshop was given by Mr. John Taylor, Clerk of the Board of Supervisors.

On July 6th, Mr. Moses attended the Bayview Hunters Point Shipyard Task Force town hall meeting with Mayor Jordan. Over 100 persons were in attendance. The Mayor expressed his commitment to involve the people of Bayview Hunters Point in planning the shipyard usage. Supervisor Kevin Shelley was also in attendance and he is in the process of creating a plan to develop jobs for youth in this area.

On July 15th, the New Bayview Committee invited the new Superintendent of Schools, Mr. Waldemar Rojas to their meeting. Mr. Rojas explained his goals and plans for quality education in San Francisco. Jedediah Smith Elementary school will reopen in September to accommodate the minority dropout youth who reside in BVHP.

Commissioner Palega asked that the Commissioners be kept informed when the Superintendent of Schools has meetings in the community. Commissioner Madison suggested that the Commissioners join the New Bayview Committee. The New Bayview Committee meetings are held every third Wednesday of the month, 6:30 p.m., SECF Community Meeting Room.

On July 21st, Mr. Moses attended the Mayor's Bayview Hunters Point Economic Planning Task Force meeting. Mr. Kent Sims, Director of the Mayor's Office of Economic Planning and Development (MOEPD) coordinated the meeting and introduced the new members. Sixteen persons were

appointed by the Mayor to serve on the Mayor's Bayview Hunters Point Economic Planning and Development Task Force (list was submitted for the Commissioners' perusal). Rev. Calvin Jones is the chairperson of that task force. The main topic of discussion was on how to expend/allocate the \$3 million that was earmarked for economic/business development in the BVHP area.

The staff is still working on the resource directory and 250 organizations have been contacted. Commissioner Garlington offered to submit the list of resources that she has. Mr. Moses guesstimated the directory being available by the end of August.

Mr. Moses met with Mr. Edward Rathbun, President of DPS and Ms. Carmen Santoni, Personnel Manager on July 21st. He also met with the four students in the summer apprenticeship program to present 8 tickets to the Giants game. The tickets were donated by PG & E as an incentive for perfect attendance on the job. The students are doing well in the program which will be ending on August 30th. Mr. Moses suggested that perhaps the students can attend a Commission meeting in the future to report on the program.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to accept Mr. Moses' report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

- a) Presentation by Commissioner Madison regarding endorsement for the conference on October 24th. Commissioner Madison requested that the Commission support the conference. The conference will be to explore the possibility of having an art center at the shipyard similar to the one at Fort Mason. These art programs will enable artists to interact with the community. Other art organizations have already endorsed the conference.

Commissioner Palega wanted to know the chances of residents using the shipyard and the percentage of residents having access. Commissioner Madison stated that the only art activity at the shipyard are artists working in their individual studios--practically all the tenants are in one company. To gain access of the shipyard, a person would have to contact the landlord. The name of the company is "The Point" and the contact

person is Ms. Paula Terzian, 822-9675. At present, there are only a few minority artists involved and there are no art programs at the shipyard.

Commissioner Jones questioned why the landlord information was never made available to the community? Commissioner Madison was not aware that this information was not available; however, there are more customers than services available.

Commissioner Ettinger wanted to know the cost per square footage for space at the shipyard. Commissioner Madison replied approximately 45-70 cents per square foot--a large studio is about 700-1000 square feet.

Ms. Alma Robinson of the California Lawyers for the Arts added that another reason for the conference is to give exposure of the shipyard to the people in this area. The Bayview Opera House and Arts Commission have supported the conference. There has been studios open at the shipyard and it is hoped that there will be more buildings in the future. A proposal has been submitted to that affect.

Commissioner Ettinger asked if an example of the agenda for the conference was available? Ms. Robinson replied that they are trying to establish a sense of the community needs, e.g. art education and what kinds of activities will take place there.

Commissioner Palega stressed that if services are being provided for the community, then the community needs to have access to the shipyard. He felt that in an effort of collaboration, this needs to be addressed by the tenants at the shipyard. Commissioner Madison clarified that these issues will have to be addressed by the Citizens Advisory Committee (CAC) of the Shipyard and subcommittee at their meetings. There are 20 members in the CAC. Previously, a tour of the shipyard was offered to the Commission and once again, another can be arranged. Ms. Espanola Jackson announced that there will be a tour conducted of the shipyard by the CAC on July 28th, 9:00 a.m.

Commissioner Madison reported that there are about 300 artists who have studios at the shipyard and 39 small businesses that rent space directly from the Navy. Commissioner Garlington suggested that the companies

at the shipyard have an open house to display their products.

Mr. Pitcher stated that this issue has to go through the Mayor's Office. The people of this community were not notified until a year or two later that the shipyard was open to the public and space for business was available. Triple "A" Ship Repair opened the shipyard when they started leasing space to small businesses.

Mr. Sam Murray, Director of YCD stated that Mr. Kent Sims had mentioned that BVHP has 60% unemployment and there are two to one ratio of jobs in this community. There are several companies who have businesses in the surrounding area of BVHP who hire the majority of employees from outside this community. Mr. Murray suggested that a survey be conducted of all the companies/factories in this area and have YCD send letters to consider hiring residents of BVHP.

Dr. Eddie Welbon requested a list of businesses at the shipyard. He believed that the City did negotiate a list with Triple "A" and the community was suppose to be informed. (Dr. Welbon offered to obtain the agreement made by Triple "A" and the Navy for submission to the Commission.)

Mr. Sam Murray stated that two years ago an effort was made to canvas the businesses that exist in this community; however, the City has no such listing. Mr. Murray suggested that the Commission endorse the canvassing of this community--it would be to the community's best interest to see which businesses are located in this area.

Ms. Karen Higgins, Potrero Hill Resident Management Association asked that residents of her area be considered for the shipyard issue. After further discussion, Commissioner Palega asked that staff research this further and report back.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried to endorse the conference on October 24, 1992.

- b) Discussion on Martin Luther King Swimming Pool Summer schedules. Commissioner Madison reported that there have been some adjustments made to the schedules and

some of the problems have been resolved. He asked that Mr. Greg Buffin, Senior Instructor at Martin Luther King and Garfield Swimming Pools be invited to report on the swimming pool issue.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to extend an invitation to Mr. Greg Buffin to meet with the Commission.

VII. NEW BUSINESS

- a) Invitation to David Gilmore, Director of S.F. Housing Authority.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to invite Mr. David Gilmore to a Commission meeting.

- b) Report on CCSF Southeast Campus fall schedule. Ms. Gloria Crosson requested assistance with recruitment of BVHP residents for the college. 72% of the credited classes will begin in the fall semester (schedules of the fall classes were distributed to the Commissioners).

Ms. Crosson announced that the college is writing a proposal for family literacy and she has been making contacts for funding. The CCSF Governing Board will be holding their monthly meeting at the SECF Community Meeting Room on September 24th as follows: 4:30 p.m.-social hour; 5:30-formal program; 6:30-closed session and open hearing. Everyone was encouraged to attend.

VIII. PUBLIC COMMENT

Ms. Carrie Jones and Ms. Ethel Bowers, BVHP residents, were introduced and thanked for attending the meeting.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 7:40 p.m. The next meeting will be held on Thursday, August 13, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION

CITY and COUNTY OF SAN FRANCISCO

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ANK JORDAN
Mayor

President

Jululagi Palega
Vice President

Bobbie Brown

Matt Ettinger

Thel Garlington

Louise C. Jones

Scott Madison

a Richardson

NOTICE OF MEETING

Thursday, August 13, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Senior Escort Area
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: July 22, 1992
- IV. COMMUNICATIONS
 - Letter of request from Ms. Leslie Simon, CCSF Shell-ter Site Project
 - Letter of inquiry/technical assistance from Mr. Charles Turner, Community Design Center
- V. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
 - Community outreach
 - Update on directory of resources in southeast sector
- VI. PRESENTATION: Ms. Leslie Simon, CCSF Shell-ter Site Project
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
 - Update on Martin Luther King Swimming Pool Summer schedules
- VII. NEW BUSINESS: Extend invitation to Captain Rich Holoer, Potrero Police Station
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meetings of the SECF Commission are scheduled for Wednesday, August 26 and Thursday, September 10, 1992

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FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

SF
SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCOMINUTES
AUGUST 13, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, CaliforniaI. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALLCommissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

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Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Laroy McDonald, Business Development, Inc.; Leslie Simon, CCSF Shell-ter Site Project; Lulann McGriff and Rose Mary Johnson, CCSF Counselors; Benjamin Maxwell, BVHP resident; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried to adopt the minutes of July 22, 1992.

IV. COMMUNICATIONS

- a) Letter of request from Ms. Leslie Simon to use the commercial kitchen, grass area adjacent kitchen, and dry dock area to offer the Shell-ter Site Project.

Ms. Simon was available to make a presentation on the project.

- b) Letter of inquiry/technical assistance from Mr. Charles Turner to write a proposal for funding on behalf of the Community Design Center.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Jones and carried to invite Mr. Charles Turner to meet with the Commission at a mutually agreeable date.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses presented a draft of the resource directory consisting of approximately 400 businesses, organizations and residents of the BVHP community (copies of the draft were presented for review and discussion). Mr. Pitcher commended Mr. Moses with the assistance of Business Development, Inc. and Mr. Laroy McDonald for their work on the directory. A cover letter will be forwarded with the directory to various City agencies.

Commissioner Madison wanted to know the possibility of having the directory printed on address labels for those requesting the mailing list. Commissioner Palega explained that because of the cost factor involved, the listing should be made available, and agencies desiring address labels can have their own printed.

Commissioner Brown questioned the individual names on the listing without affiliations or services provided. Mr. Moses replied that these persons hold key positions/influence throughout the community--they are reliable sources to distribute and/or obtain information. Mr. Pitcher further explained that a community resource listing usually contains active persons. Mr. McDonald added that these persons are contacts for various community organizations--informational purposes.

Mr. Moses requested that the Commissioners review the listing and give input. Mr. Pitcher suggested that the

directory be kept open for 30 days before finalization. Commissioner Brown also complimented Mr. Moses and those who assisted in the directory.

Two weeks ago, Mr. Moses had an opportunity to meet with Mr. Todd Cockburn and Mr. Robert Badgley. He attended a community event sponsored by the S.F. Players Social Club in which a proclamation of commendation was received from the Mayor, Board of Supervisors and Senator Milton Marks.

On August 3rd, Mr. Moses attended the Mayor's BVHP Economic Task Force meeting to continue discussing how to expend/allocate the \$3 million for this community. On August 12th, he attended the BVHP Shipyard Task Force meeting in which the Mayor appointed another 26 members--totalling 56 members to that committee. There were no issues finalized because of lack of quorum (at least 22 members need to be present).

ACTION: A motion was made by Commissioner Jones, seconded by Commissioner Madison and carried to accept Mr. Moses' report.

VI. PRESENTATION-MS. LESLIE SIMON, CCSF SHELL-TER SITE PROJECT

Ms. Leslie Simon, CCSF Instructor and a member of the college's Homeless Task Force presented a model of the shell-ter housing design. CCSF is a part of the Bay Area Homelessness Program which is a consortium of 12 colleges and universities in the Bay Area. Last December a job fair was presented for homeless women; and it was so successful that there will be coverage on the Phil Donahue Show on September 18th.

The Shell-ter Site Project is an exhibition of housing designs by homeless artists to display their talents and allow them to design their residence. This will also be an educational event about homelessness and video tapes will be shown.

Ms. Simon requested use of the commercial kitchen to paint the panels and show video tapes, use of the grass area to install the panels, and use of the dry dock area to store the shell-ter site between installations. The shell-ter site is easily transportable and installed. U.C. Berkeley is also interested in having the project installed at their site. The ultimate goal of the project is to have a viewing at the National Building Museum in Washington D.C.

Mr. Pitcher clarified that the commercial kitchen is presently being leased by CCSF, however, the SECF Commission would have to technically approve such a project. Mr. Charles Dunn stated that even though this portion of the facility is being leased by the college, there is a change of use and, technically, the Commission would have discretion over this.

Commissioner Garlington wanted to know if this project would interfere with the culinary program that is intended for that part of the facility? The Southeast Campus Advisory Committee plans to meet on the culinary program soon and this issue will be discussed at the college Governing Board meeting in September. Mr. Pitcher replied that the shell-ter project is for six weeks and will have no interference with the culinary program.

Ms. Simon clarified that the initial request was for six weeks, however, she would like to request eight weeks for the project. (Ms. Simon will submit a letter of modification concerning the schedule/dates of events and length of the project.) They hope to make this a community event and a broader educational experience regarding homelessness. CCSF has already approved the project.

Commissioner Ettinger wanted to know why this site was selected to present such a project. Ms. Simon replied that this is a large project and this facility has the space to accommodate it. She likes the community and feels this is a great site. Initially, this project was to be at the main campus, but Phelan Avenue receives a lot of exposure and this site is much more beautiful for this project.

Mr. McDonald reported that he was at a meeting earlier that day regarding the implementation of a pre-apprenticeship program between YCD and the college. The same area (commercial kitchen) was intended to house this program, but the Chancellor did not want this particular room used because other plans were made for it--perhaps Ms. Simon should check with the Chancellor and Dean.

Commissioner Richardson recommended that Mr. Moses investigate this further and advise the Commission of his findings. Mr. Pitcher reiterated that the area in question is under lease with the college and their officials can make the decision. The reason this Commission and City is involved is because, technically, what is being requested is a slight change in the lease.

They have taken the correct measures in terms of involving the Commission.

Commissioner Palega felt the Commission would have to be involved because the use of the exterior part of the facility is under the Commission's jurisdiction. After the investigation, the Commission would have to approve the exterior part and the college administration interior part. Mr. Dunn noted that there is a liability factor and who will assume this responsibility.

Commissioner Palega agreed that the liability factor will have to be explored and a commitment from the college obtained in terms of accepting this responsibility.

Commissioner Ettinger questioned the parking accommodations for the existing tenants. Ms. Simon stated that parking signs will be posted and the parking lot closed. Commissioner Palega noted that if the plan is to close the parking lot, then the other tenants will have to be consulted in allowing this to happen and granting the project complete access to that area.

Commissioner Palega concurred with Commissioner Richardson's recommendation in having staff investigate this further. Also, having Ms. Simon consult with her staff concerning the exact schedule of events and dates, ascertaining who is going to assume the liability, and considering the other tenants' activities for those days being requested.

Ms. Simon asked that immediate approval of the commercial kitchen be made because they hope to start the project October 1st. Commissioner Palega felt that the Commission is not in a position to approve anything until a confirmation is received from the college that the Commission is alleviated of any liability. It is a little premature to approve part of this and have to deal with the other factors later.

ACTION: A motion was made by Commissioner Richardson, seconded by Commissioner Brown and carried to have Mr. Moses investigate this further and report back to the full Commission.

VII. OLD BUSINESS/FOLLOW-UP ISSUES

- a) Update on Martin Luther King Swimming Pool summer

schedules-Mr. Moses contacted Mr. Greg Buffin and he agreed to meet with the Commission at the next meeting.

- b) Invitation to Dr. Raymond Baxter to meet with the Commission-Mr. Moses contacted Dr. Baxter and he agreed to attend the next Commission meeting.
- c) Meeting with Mr. David Gilmore, Director of S.F. Housing Authority-Mr. Moses tried to get a confirmation, however, he will not be available to meet with the Commission until January, 1993. Mr. Gilmore suggested sending another representative if the Commission desired.

Commissioner Palega asked that a member of the Housing Authority Commission be invited to meet with the SECF Commission because there are some pressing issues that need to be addressed and cannot wait until January.

Commissioner Madison wanted the letter to suggest one of the Housing Authority Commissioners or delegate Mr. Gilmore to meet with the SECF Commission. Also, include that Mr. Gilmore stated that he would be unavailable until January. Commissioner Palega wanted to include that the BVHP community is one of the larger housing authority areas in the City. Commissioner Brown suggested that a copy of this letter be sent to the Mayor's Office.

Commissioner Ettinger asked that more outreach be done in terms of inviting BVHP residents to the meeting with the Housing Authority. Commissioner Palega noted that all the Commission meetings are publicly posted and received by a number of community agencies--there is an extensive mailing list. (Copies of the present mailing list will be forwarded to each Commissioner.)

- d) Childcare lease-Mr. Dunn reported that the Headstart EOC lease passed through the Finance Committee on Wednesday, August 12th.

VIII. NEW BUSINESS

Mr. Moses recommended that Captain Rich Holoer of Potrero Police Station meet with the Commission to discuss public safety. Commissioner Palega asked that Captain Holoer also give a briefing on the availability of police service

in this neighborhood.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to invite Captain Holoer to speak on the aforementioned topics.

IX. PUBLIC COMMENT

Ms. Rose Mary Johnson extended her appreciation to the Commission for their support and assistance in obtaining the credited classes and programs for the Southeast Campus. (Brochures of the Fall schedule for Southeast Campus were available for distribution.)

Ms. Lulann McGriff announced the college Governing Board meeting at the SECF Community Room on September 24th. She encouraged the community to attend and voice their opinion. (Flyers will be disseminated of that meeting.) Fall registration was held on August 12th and a number of the credited classes at Southeast Campus are close. There are a few open and assistance is needed in filling those classes.

Ms. Johnson noted that lack of a high school diploma or its equivalency is not a prerequisite for credited classes. There are classes in the credit mode that will fit the student's need. Commissioner Palega suggested that this key information be published in the college brochures. He commended the Southeast Campus staff for doing a great job in filling the classes.

Commissioner Garlington introduced Mr. Benjamin Maxwell who has been an active BVHP community resident for several years.

X. ADJOURNMENT

A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 7:10 p.m. The next regular meeting will be held on Wednesday, August 26, 1992 at 6:00 p.m., in the Community Room.



SF
SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

da Richardson

NOTICE OF MEETING

Wednesday, August 26, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: August 13, 1992
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VI. PRESENTATION: Raymond Baxter, Ph.D., Director of S.F. Dept. of Public Health
Cynthia Selmar, L.C.S.W., M.P.H.
Director, Southeast Community Health Center
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
Update on Ms. Leslie Simon, CCSF/Shell-ter Site Project
- VIII. NEW BUSINESS
Extend Invitation to Joel Robinson, Superintendent of Recreation & Park
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

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NOTE: The next meetings of the SECF Commission are scheduled for Thursday, September 10 and Wednesday, September 23, 1992

1800 OAKDALE AVENUE SAN FRANCISCO, CA 94124 (415) 821-1534 (415) 431-9430

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
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5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SF
S72
#1

SF Southeast Community Facility Commission
Agenda

ANNOUNCEMENT !!!! ANNOUNCEMENT !!!! ANNOUNCEMENT!!!!!!!!!!!!!!

The Southeast Community Facility Commission

Presents

Raymond Baxter, Ph.D., Director
San Francisco Department of Public Health

and

Cynthia Selmar, L.C.S.W., M.P.H., Director,
Southeast Community Health Center

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AUG 25 1992

SAN FRANCISCO
PUBLIC HEALTH

TOPIC: Quality of Health Care Delivery
in the Bayview/Hunter's Point Area

6 p.m.

Wednesday, August 26, 1992

Southeast Community Facility (Community Meeting Room)
1800 Oakdale Avenue

*Don't miss this opportunity:
Come and hear what is going on
in your community.*

*For more information, please call
Toye Moses, Executive Director,
Southeast Community Facility Commission,
at 431-9430.*

SOUTHEAST COMMUNITY FACILITY COMMISSION

August 26, 1992

The Minutes of this meeting are missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

da Richardson

NOTICE OF MEETING

Thursday, September 10, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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SEP 8 1992

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NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: August 26, 1992
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
Update on Ms. Leslie Simon, CCSF/Shell-ter Site Project
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meetings of the SECF Commission are scheduled for Wednesday September 23 and Thursday, November 12, 1992

1800 OAKDALE AVENUE SAN FRANCISCO, CA 94124 (415) 821-1534 (415) 431-9430

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at 431-9430 at least one week prior to the meeting.
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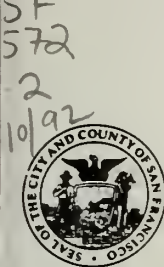
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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

M I N U T E S
THURSDAY, SEPTEMBER 10, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

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SEP 21 1992

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President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Ethel Garlington
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Louise Jones

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Lulann McGriff, CCSF Counselor; Gloria Crosson, Dean, CCSF Southeast Campus; Carolyn Roberts, Business Development, Inc.; Jack Ballentine, Officer, S.F. Police Department; Willie McDowell, Public Affairs, CWE; and Fran Calloway, Acting Secretary.

III. APPROVAL OF MINUTES

Minutes of August 26, 1992 meeting were not available for reading and approval, however, they will be ready at the next meeting.

IV. COMMUNICATIONS

Mr. Toye Moses acknowledged letters as reported. He made mention that Captain Holder was unable to attend the meeting due to him being on vacation--he will attend the meeting of October 21st.

The letter to Dr. Raymond Baxter expressed appreciation to the department's representation on August 26th regarding the quality of health care delivery in the BVHP community. Commissioner Palega mentioned the impact of the Health Department cutbacks (\$25 million) and the drastic affect will have on the BVHP community.

The letter from Ms. Carmen Santoni expressed reference to the current affirmative action report for period ending August 31st (quarterly report as requested).

A lease file #45-92-12, ordinance #276-92, as amended in committee on September 12th--authorizing and approving retroactively the City owned property at 1800 Oakdale Avenue, Southeast Community Facility, north corner of Phelps Street and Oakdale Avenue to Economic Opportunity Council (EOC) of San Francisco, as non-profit cooperation.

Be it ordained by the people of San Francisco:

Section 1. "This Board hereby finds the leasing of the Southeast Community Facility, 1800 Oakdale Avenue, for the operation of a S.F Headstart Program by the EOC in accordance with the terms and conditions of the lease on file with the Clerk of this Board is for public purpose.

Section 2. The Mayor and Clerk of the Board of Supervisors, on behalf of the City and County of San Francisco, as lessor, are hereby authorized retroactively, and directed to execute said lease."

Date of signed approval of ordinance, August 31, 1992.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that there is a great demand from individuals, community organizations, as well as government agencies for the utilization of the Southeast Community Facility Meeting Room. Additionally, there has been an increase in the use of the EPMC.

Ms. Ella Stoneham-Brown who is currently on vacation has been providing assistance to both the tenants and members of the community using the EPMC.

The Mayor's BVHP Economic/Planning Task Force had their meeting on September 9th. They are still trying to determine how to use the \$3 million earmarked for economic development in this area. The package is being compiled and should be finalized on strategies for expending this \$3 million for economic development.

Mr. Pitcher and Mr. Moses met with Mr. John Jones of the Harvey Rose's Budget Analyst Office. They had an opportunity to review the Harvey Rose Project and spoken to Mr. John Jones who came to collect information in an effort to ascertain how the SECF Commission operates in relationship to the Clean Water/DPT and southeastern sector. Mr. Jones wanted to know the following:

- a) The basic structural pattern of the SECF Commission in regards to the community, as well as with DPW.
- b) What chapter/ordinance is responsible for the creation of the SECF Commission and what role do they play?
- c) What is the function of the SECF Commission and Executive Director?
- d) What is the relationship of the SECF Commission with the greenhouse, college, childcare and senior escort?

Commissioner Richardson requested more information concerning Mr. John Jones' report.

Commissioner Madison wanted to know the purpose of the \$3 million? Mr. Moses explained that there is \$3 million allocated for Bayview Hunters Point and \$2 million for Western Addition.

Commissioner Madison further asked if the monies will be for youth programs and young adults? Mr. Moses replied that \$50-100 thousand will be available to large and small businesses.

Commissioner Richardson questioned where this type of money will be obtained? Commissioner Palega stated that there is \$3 million set aside for economic development.

There was further general discussion on the matter.

ACTION: It was moved, seconded and carried unanimously to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Update on Ms. Leslie Simon, CCSF Shell-ter Site Project. Commissioner Madison stated that he knew little about the shipyard and a misunderstanding between Ms. Simon and Dean Crosson as to the use of this facility.

Commissioner Garlington made mention of the Homeless Task Force and certain problems resulting from lack of police security in the area. She requested two police cars for surveillance of the area. Commissioner Palega took this issue under consideration. Dean Crosson reviewed her material received regarding the letter from Ms. Simon. She was unable to give input as to the status of the project.

Commissioner Palega stated that the Commission needs to know who is liable; in that, a lease, insurance coverage and memorandum of understanding (MOU) from the City College and Shell-ter Site Project is required. Information needs to be brought back to the Commission regarding a joint venture between Shell-ter Site Project and the college--nothing can be determined until an understanding is received.

Commissioner Madison questioned the use of the kitchen space. Dean Crosson added that there is no ventilation or insurance coverage for that area. Commissioner Palega concluded that this part of the facility should be the responsibility of the college and the Commission should be responsible for the area outside of the building.

After much discussion, it was decided that more information should be obtained for clarification.

VII. NEW BUSINESS

Commissioner Garlington commented on the misuse of furnishings in the community room being used by community groups and organizations--damages made by stapling of tables. She suggested that sponsors be made liable for damages of such property.

Officer Jack Ballentine of the S.F. Police Department was

in attendance and had a copy of the letter sent to Captain Holder, however, he was not representing Captain Holder. He extended an invitation to the full Commission to attend the Police Commission monthly meetings. He made mention of the group called Roses and the impact it has within the Mission community. Meetings are held in the Potrero Hill community, 900 Minnesota Street, ESPRIT building--next meeting is scheduled for October 1st. Plans are underway for the "New Potrero." Ground breaking for the BVHP police station is earmarked for the first week in December.

Commissioner Palega requested dissemination of notices for future meetings of the Police Commission, Potrero Hill and BVHP stations. (Mr. Moses will apprise the Commission of such meetings.)

Officer Ballentine spoke of the 40/50 groups and organizations' impact on what happens in the communities. Commissioner Garlington noted that at one time, BVHP and Potrero districts worked well together.

Commissioner Richardson made mention of increased crime in this area. Officer Ballentine stated that crime is up because drug sales are down. Commissioner Palega added that Sunnydale Police Stations has been removed from the BVHP jurisdiction.

Officer Ballentine reported that there are two three-wheelers cruising this area. Commissioner Palega asked for an upbeat of black and white patrol cars--the campus police can only do so much and immediate attention is needed in this neighborhood.

Officer Ballentine spoke further of manpower loss in all areas. There was some discussion as to the shifting and moving of officers from one station to another.

Ms. Willie McDowell commented on her personal experience of non-cooperation from the police department. Dean Crosson spoke of an incident that required police assistance and how important more police patrol is needed for this facility.

Commissioner Palega expressed his willingness to meet with the police officers and requested dates of meetings be made known to the SECF Commission.

VIII. PUBLIC COMMENT

Dean Crosson stated that she looks forward to the college board of trustee meeting on Thursday, September 24th at the Southeast Community Facility Meeting Room to discuss concerns on education, classes, job training, affirmative action, hiring, etc. For further information call 550-4300. (Commissioner Palega will try to attend the college meeting.)

Ms. McDowell was contacted by Ms. Cynthia Selmar regarding an emergency meeting of the S.F. Health Commission on September 11th, 3:00 p.m.--to discuss budget cuts of \$7 million from the out-patient clinic, plus \$9.5 million from substance abuse and mental health centers.

IX. ADJOURNMENT

Commissioner Garlington motioned for adjournment. The meeting adjourned at 7:15 p.m. The next meeting will be held on Wednesday, September 23, 1992 at 6:00 p.m., in the Community Meeting Room.



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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

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NOTICE OF MEETING

Wednesday, September 23, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: August 26 and September 10, 1992
- IV. COMMUNICATIONS
- V. PRESENTATION: Joel Robinson, Superintendent, S.F. Recreation & Park Department
- VI. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

NOTE: The next meetings of the SECF Commission are scheduled for Thursday, October 8 and Wednesday, October 28, 1992

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ANNOUNCEMENT!!! ANNOUNCEMENT!!! ANNOUNCEMENT!!!

THE SOUTHEAST COMMUNITY FACILITY COMMISSION

presents

**Joel Robinson, Superintendent of the
San Francisco Recreation and Park Department**

**Topic: The Need for Additional Recreational Services
in the Bayview/Hunters Point Area**

6 PM

Wednesday, September 23, 1992

**Southeast Community Facility
Community Meeting Room
1800 Oakdale Avenue
San Francisco**

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**Please park your car on the street. Do not park in the college
parking lot.**

*Don't miss this opportunity
to hear what is going on in
your community.*

**For more information, please call Toye Moses, Executive Director,
Southeast Community Facility Commission at 431-9430.**

572
#2 9/23/92



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN

Mayor

MINUTES

WEDNESDAY, SEPTEMBER 23, 1992

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Ethel Garlington

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Lulann McGriff, CCSF Counselor; Joel Robinson, Director, S.F. Recreation & Park Department; George Mix, Director, Bay Area Urban League; Susan Pete, Gwendolyn Dean, Elizabeth Pete and Thelma Ellis, BVHP residents; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Jones and carried to adopt the minutes of August 26 and September 10, 1992.

IV. COMMUNICATIONS

Mr. Toye Moses received a confirmation from Mr. David Gilmore, Director of the S.F. Housing Authority, to meet with the Commission on January 27, 1993. Mr. Gilmore sends his apology for not being able to make an earlier meeting. Captain Rich Holder of the Potrero Police Station was contacted and agreed to attend a meeting in October.

V. PRESENTATION-SUPERINTENDENT, S.F. RECREATION & PARK DEPT.

Mr. Joel Robinson thanked the Commission for inviting him to the meeting. The S.F. Recreation & Park Department (SFRPD) schedule of classes and activities brochures were distributed among the Commissioners.

Mr. Robinson mentioned that considering the budget situation over the past 3-4 years, there has been significant improvements in the recreation programs, particularly in BHVP. When he assumed this position, one of his personal goals was to update and improve the services in this community. He believes there has been some progress through the visible relevance services provided, but there is still a long way to go.

In the past few months, an attempt to address some of the issues surrounding male teenagers was made and the SFRPD instituted a midnight basketball league at the Milton Meyer Recreation Center at 90 Kiska Road. These meets are held on Tuesday and Thursday evenings from 10 p.m.-2 a.m. There is a fee of \$10 per month as a control factor so that there would not be extreme fluctuations in the number of participants from one day to another. The response has been great with 300-400 in attendance. No incidents of youth smuggling alcohol on the premises or major fights have been reported.

This activity is quite rewarding to the young men and before they can play basketball, they are required to attend workshops from 8:30-10 p.m. nightly. These workshops include speakers and information on careers, jobs, resume preparation, health-related issues, etc. Initially, the youth had to be forced to attend the workshops, but with the pressure of not being able to play in the sport, they have been very receptive. There are approximately 65 voluntary young men every night who play in the league and attend the workshops.

Prior to the implementation of the basketball league, there were several meetings with the youth and they were given the alternative of making the program successful or fail. The program has been very well received; however, it is a concern to see 400 youth in the community with nothing to do at that time of the evening. In one respect, this has resolved the problem with the police authorities, in that, these teenagers are not roaming the streets.

SFRPD would like to do something concrete and positive other than just housing 400 people in a facility. This is the first step of this project and they are not at that point yet--ideally they will have additional programs for the youth. The success of this shows in the number of participants and spectators. In terms of addressing the issues in the community, SFRPD has taken that initial step to provide that type of activity, and a championship playoff game at Kezar Stadium will be held in two weeks.

The SECF Commissioners may be called upon to be speakers for the workshops--to give basic information and advice. SFRPD is in need of more resources so that when they get young people in a captive situation, such as the basketball league, they have something concrete ongoing.

A similar attempt was made about two years ago at the Joseph Lee facility where a group of young men were referred to the Southeast Campus and enrolled in the Computerized Machine Technology Program (CMT). The lack of staff to follow-up and maintain the liaison resulted in the youth discontinuing the program. The group involved needed an almost one-on-one interaction to encourage them and make sure they will fulfill/complete the program. The promising part about this is the youth did register and make the attempt.

The resources needed are to provide a variety of alternatives to the young people, make sure they follow through and encourage them. The positive part is when presented in the proper setting, the youth is very receptive.

SFRPD is attempting to sensitize the youth to the fact that when all of the neighborhoods meet at Kezar, they have to work together with the same understanding in that, it is their event, they have to police it and the continuance of the program depends on them. The young men were very vocal in relating that most of the problems were caused by the young women and not the male.

There is a large number of young women spectators at the midnight games (about 150-200, 16-19 years old). They have also voiced their desire to have activities similar to the basketball league. This should be in place the next time programs are being considered--developing an athletic program accompanied by classes in personal skills development, e.g. self-image, hygiene, personal development, etc.

SFRPD offers the Latchkey Program for young children in the community. There are supervised recreation activities designed for children ages 6-12 years, from 2-6 p.m. (during the time they are out of school and before an adult arrives home--preventing children from roaming the streets or being at home alone). This program consists of homework assistance, a snack, recreation program and outing in the City once a week. It has also been very well received with about 35 participants daily. For the past three years, computer classes have been offered at Milton Meyer Recreation Center for children in the neighborhood (there are 16 terminals available for hands-on training).

Commissioner Jones wanted to know if history and culture classes are taught at the 8:30-10 p.m. workshops. Mr. Robinson stated that the primary goals of the league is education, history and cultural relevancy. Thus far, all of the speakers have spoken on this subject and it has had a profound affect on the young men.

Commissioner Madison stated that due to the budget situation that necessitated changes in the swimming pool schedules, there has been a dramatic decline in attendance. He wanted to know if it would be in the SFRPD's interest to raise the fee and lose some swimmers or to cut the schedules and make it difficult for swimmers to utilize the pool. One of the problems is that revenues from admission fees go into the City's general fund and are not filtered back to the programs that generated those revenues. There is a movement in municipal government to attempt operating some of those activities as enterprise zones--is SFRPD considering this?

Mr. Robinson replied that the swimming pools are caught in a "Catch 22" situation. The activities at Garfield pool are the only areas they can make a deduction in the budget (the lapse between early morning to late afternoon). According to the "Prop J" legislation, SFRPD cannot reduce children's programs--the 65-70% of the pool schedules

related to children cannot be cut. When the budget cuts came down the previous week, SFRPD was instructed to cut \$2 million and the area that was affected was adult activities from the recreation division. It is a very difficult situation because the adult activities are the only sources that generate revenues--the children activities are basically free.

In terms of the general funds, SFRPD could generate \$3 million in revenues, but they would still have to cut their staffing budget. The revenues are not considered because they go towards assisting in the City deficit. The fee increase that was enacted, generated about \$100 thousand in additional revenues, but the Aquatic schedules had to be cut \$150 thousand.

Commissioner Madison asked what would be involved to get City government to recognize the wrongness of that system and to reorganize that system so that programs can capture the revenues that they generate, and possibly generate a surplus if marketed properly--would this take a charter amendment? Mr. Robinson replied that it is a political decision.

The SFRPD Commission has sole authority over the fees that are charged and there has been no incentive for generating more revenues nor for raising the fees at the pools because they do not get credit for this. It will only take a political decision to allow SFRPD to retain the revenues that are generated or to off-set the budget cuts by the amount of revenues generated. SFRPD alone, generates about \$16 million per year in revenues and their general fund budget continually declines as the revenues increase. There is no incentive for generating revenues.

Commissioner Madison asked had there been an analysis/study conducted to consider operating this as a business? Mr. Robinson responded that basically, SFRPD is a business. The golf courses generate about \$3 million in excess of expenditures to operate--which is a profitable business. This is not the SFRPD Commission's philosophy either--they would like to retain the money within the department.

Commissioner Ettinger wanted to know the status of the funds that were requested in 1990-91 for improvements of restrooms in recreational facilities. Mr. Robinson stated that in terms of renovations, there are monies that have been allocated but are on hold due to the bureaucratic

process involved--DPW and Bureau of Architecture. The lack of assigning an architect to perform the architectural design in order for DPW to request bids, e.g. Bernal Heights Recreation Center has been on hold for five years, even though \$400 thousand has been allocated for renovations.

Commissioner Ettinger wanted to know whether there was data available through SFRPD regarding how much money is spent per capita--is there a breakdown so that the Commission can measure the percentage for the southeast area (over a five-year period). Mr. Robinson stated that officially, there is none available, but he would develop one and forward it to the Commission via Mr. Moses. Mr. Robinson warned that these stats may be appropriate today and obsolete the following month, particularly with the recreation division--by having to shift resources throughout the City to accommodate various communities with needed programs.

Commissioner Madison asked that SFRPD consult with the Opera House before a decision is made regarding the proposal to install gates at the east and west end of the Bayview Opera House plaza. Mr. Robinson assured that before any action is taken, there will be a public meeting process. It will have to go through the Bureau of Architecture and as reported previously, this will not take place anytime in the near future.

Commissioner Palega thanked Mr. Robinson for clarifying some of the programs. The southeastern section of the City probably has the largest recreation facilities: Youngblood Coleman, Milton Meyer and Joseph Lee. Developments are underway to have a facility on Gilman near Double Rock and an attempt is being made to reopen the Visitacion Valley facility on Leland and Delta Streets. Mr. Robinson noted that BVHP is the only community in the City with two major recreational facilities. Mr. Robinson informed the Commission that he is available to answer questions that may arise in the future.

VI. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that they are in the process of finalizing the resource directory. He requested that corrections and/or additions be submitted as soon as possible. Commissioner Madison suggested that a return

address-correction request be included when a mailing is done through the directory. Mr. Moses stated that this request was included when 500 mailers were sent about two weeks ago--only about five responses were received.

On September 17th, Mr. Moses attended the Human Rights Commission (HRC), Youth and Education Committee meeting. It was recommended that the principals of Washington Carver and Benjamin Franklin be invited to attend the HRC committee meeting on October 21st to discuss retention in the school system because of the high risk drop-out rates in minorities.

On September 16th, Mr. Moses attended the New Bayview Committee meeting. Dr. Hayes who is the new principal of the Jedediah Smith school was introduced. Jedediah Smith is primarily for minorities residing in the 94124 area. It is scheduled to reopen in January of 1993.

There was a meeting of the Mayor's BVHP Economic Planning Task Force to finalize how to spend the \$3 million for economic/business development in this area. Mr. Moses suggested that Mr. Kent Sims and Mr. Leamon Abrams be invited to meet with the SECF Commission and give an update on how this money will be used.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried to invite Mr. Kent Sims and Mr. Leamon Abrams to meet with the Commission.

Commissioner Richardson asked if everyone had an opportunity to review the Decorative Plant Services report. Mr. Moses replied that the report was distributed to all the Commissioners.

ACTION: A motion was made by Commissioner Jones, seconded by Commissioner Richardson and carried to accept Mr. Moses' report.

VII. OLD BUSINESS/FOLLOW-UP ISSUES

Commissioner Madison reported that there was a meeting held on September 22nd with Chancellor Dobelle, Dean Crosson, Mr. Pitcher and representatives of the hotel and restaurant industry to discuss the viability of the culinary program in this facility. Members of the hotel/restaurant industry reported that there is a

constant need for trained persons in the culinary arts. The representatives who were invited to the meeting have established a relationship with the community college culinary programs at various locations and they were pleased with the results of trainee referrals. They basically said that they were anxious to receive as many trainees by the community college as possible.

It was also discussed the possibility of implementing a Front Desk training program at this facility (a program to train people to be engaged in hotel activities, such as registering guest, managing the hospitality part of the hotel operation--as opposed to the food and beverage section. The representatives were very enthusiastic about this also. They offered to have their computer system persons setup a program close to what is being used in the various hotels and to have their staff teach these non-credited classes.

At the end of the meeting, the Chancellor was convinced that these representatives were prepared to support the program, to pay for the it, assist in the curriculum development and teach it. The Chancellor stated that if these programs were to be implemented, the limited space would be a factor and relocation of the sewing classes might have to be a consideration. He was optimistic about implementing the culinary program.

Commissioner Palega noted that there are two factors to consider: a) the output from the community regarding the sewing classes, in that, students were adamant about not moving them; and b) the college will be going through an extensive budget cut. If the Chancellor can generate this kind of interest about the program, it is great; and it is hoped that some of that energy will be applied towards some of the credited classes that were requested for this facility.

There has been a great concern for programs that were developed for this facility and relocated to other sites without notices. Commissioner Palega cautioned that when these programs are being developed, make sure that they are for the Southeast Campus. He was pleased to hear that an effort was made by the Chancellor in contacting the hotel and hospitality coordinators. However, he recollected the first meeting with the Chancellor, in that, the Chancellor commented that "No one wanted to hire from the BVHP area". Commissioner Palega wanted to see a long-range program developed as opposed to a short-term

one. The input from the members of the hotel/restaurant industry will be helpful in defining the direction the Commission will take. The concern is to serve this population and acquiring programs for this community.

Commissioner Richardson wanted to know if there was a special announcement made of this meeting? Commissioner Madison believed that there was not--he attended because of his involvement with the Small Business Management Committee. Dean Crosson was urged to contact those persons who were involved in the initial planning of this facility.

Mr. Pitcher explained that it was an exploratory type of meeting to get some ideas from the hotel/restaurant industry and their involvement. Research will have to be made to find out what kinds of code requirements might have changed since the time this facility was constructed to the present. The Chancellor wants to move forward with the Kopp monies to install the equipment in the kitchen and Mr. Pitcher agreed. It was Mr. Pitcher's perception that when the Chancellor mentioned rearranging classes, he did not specifically intend the sewing classes--it was used as an illustration of what has to occur to accommodate the culinary program.

Commissioner Ettinger wanted to know the deadline of the Kopp funds. Mr. Pitcher did not believe it would be soon, however, he will find out and report back to the Commission.

Commissioner Palega encouraged those who can attend such meetings to do so, and keep abreast of the decisions being made--hopefully they are positive.

Mr. Charles Dunn reported that the Headstart lease was signed and delivered to EOC.

Commissioner Richardson asked that staff follow-up with Dr. Raymond Baxter, Director of the Public Health Department, on the report that was previously requested.

VIII. NEW BUSINESS

Mr. Pitcher asked that a meeting of the facility committee be scheduled for the following week to review the college lease. Commissioners Brown, Jones and Palega will be contacted to arrange a convenient date.

Mr. Pitcher mentioned that according to the rules of order, the officers of the Commission (President and Vice President) are elected for a two-year term. That two-year for this round of election is November of this year. He suggested that an election of officers take place during the first meeting in November. Notices will be sent out in due course to that affect. All Commissioners are eligible because no one has served two terms, and the Vice President is Acting President.

IX. PUBLIC COMMENT

Commissioner Palega reminded the Commission of the college Board of Trustees meeting the following day. This will be an excellent opportunity to express any concerns the community may have. He will try to make that meeting.

X. ADJOURNMENT

A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 7:20 p.m. The next regular meeting will be held on Thursday, October 8, 1992 at 6:00 p.m., in the Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

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NOTICE OF MEETING

Thursday, October 8, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: September 23, 1992
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meetings of the SECF Commission are scheduled for Wednesday, October 28 and Thursday, November 12, 1992

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Man Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

MINUTES
THURSDAY, OCTOBER 8, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Ethel Garlington
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Ethel Garlington
Commissioner Louise Jones

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Gloria Crosson, Dean, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried to adopt the minutes of September 23, 1992.

IV. COMMUNICATIONS

Mr. Toye Moses received a confirmation from Captain Rich Holder of the Potrero Police Station to meet with the Commission on October 28th. He spoke to Mr. Kent Sims and Mr. Leamon Abrams of the Mayor's BVHP Economic Planning Task Force, and they agreed to meet sometime in January of 1993. A letter of appreciation was sent to Mr. Joel Robinson, Superintendent of the Department of Recreation and Park for his informative presentation.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that on September 24th, he attended the CCSF Board of Trustees meeting that was conducted at the SECF Meeting Room. The meeting was very informative and well attended with over 200 persons. The Chancellor announced that the enrollment of Afro-American students has increased greatly and that the culinary program is in progress.

Mr. Moses acknowledged Dean Crosson for making the arrangements for the meeting. Commissioner Palega also thanked Dean Crosson for her efforts and work in circulating the information of the meeting. Mr. Moses spoke of the overview Dr. William Marquis gave regarding the history of this facility and how it started through the efforts of Mr. Pitcher.

Mr. Moses attended a planning meeting of the New Bayview Committee at Supervisor Bill Maher's office to build a Muni Metro Light Rail line on Third Street. It is proposed that over \$120 million will be invested for this project. The next meeting will be held on October 21st, 6-9 p.m, in the SECF Meeting Room. The Brown Act Bill amendment (Senate Bill 1538) that was supported by Senator Quentin Kopp "requiring that all closed meetings be publicized before the meeting" was vetoed by Governor Wilson.

Plans for the information of advisory committees/boards, such as southeast economic, arts and culture, education, etc. are in progress and will be presented to the Commission for approval.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried to accept Mr. Moses' report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Commissioner Palega reported that the Facility Committee met on October 7th to review and discuss the college lease (copies were formerly sent to all Commissioners).

Commissioner Palega recommended that the Commission move forward to accept the lease as presented by the Department of Real Estate. He emphasized the importance of keeping the facility open and occupied, especially with the increase of enrollment and programs evolving around this facility. There is not much increase in the new lease and it was proposed that: a) From present thru 1993, the lease will be \$13,108 (approximately \$.37 sq. ft.); b) 1993 thru 1994, the lease will be \$13,497; and c) 1994 thru 1995, the lease will be \$13,902.

ACTION: Commissioner Madison moved, seconded by Commissioner Garlington and unanimously carried to accept the above lease as recommended.

There was further discussion on the obligation of the Real Estate Department to monitor City facilities at marketable rates, to justify the existence of these facilities, and explain how this determination was made.

Mr. Moses reported that the deadline for spending the Kopp funds allocated for this facility will be June of 1993. Mr. Pitcher added that if for some reason these funds cannot be utilized before the deadline, the Chancellor will request an extension from Sacramento.

Dean Crosson commented on the meeting that took place on September 22nd with representatives of the hotel/restaurant industry and their support of the program. The college will purchase software to train persons to work at the front desk of a hotel (Front Desk Program). The Chancellor plans to start discussion of the culinary program in Spring of 1993.

Commissioner Palega asked that Commissioner Garlington be notified of such meetings. He further stated that when the Kopp money is ready to be spent, the college does not have the financial means to support all facets of the program. He suggested that a follow-up letter be sent to get a commitment from the hotel/restaurant representatives who were in attendance and go forward based on that commitment.

Mr. Pitcher suggested the possibility of developing classes for private catering businesses during the planning of the culinary program (to assist those entering into a catering business or those desiring to establish one and not knowing how to start). Commissioner Madison stated that from his past experience in the catering business, one must know food and business. The culinary training programs through the college offers an excellent opportunity for people to learn food handling, preparation and service.

Dean Crosson has been working with the Small Business Advisory Committee to establish at this campus, resources for counseling services and a small business development center. Commissioner Madison felt that there would not be enough interest to support a program for the catering business--it is the same as food service. People are lacking basic business skills--knowing how to do the trade is not enough to guarantee success when entering a private business. The combination of the culinary program and small business services that is being developed here is the best approach to meet the need of those desiring to start a catering business.

Dean Crosson stated that they will be discussing the development of the curriculum for the program at the next meeting. She had requested from the college short-term apprenticeship, pre-apprenticeship and credited programs. Their focus is on short-term programs to get people trained and employed. There will be a lot of discussion and input from the community before the program is implemented.

Commissioner Madison noted that prior to the college board of trustees meeting, the Chancellor did announce that the culinary program will be housed at this site.

Dean Crosson thanked Mr. Pitcher and Commissioner Madison for their support and assistance at the Board of Trustees meeting held on September 24th. There was a lot of community support and speakers at the meeting.

Dean Crosson reported that this semester, there is a 100.2 increase in credited class offerings compared to a year ago, and 71.2 increase during the Spring semester. During April of this year, there were about 1,500 students enrolled at this site, and this semester there are over 3,000 students enrolled. With the increase of enrollment and staffing there is a demand for more parking spaces.

Space need to be designated for the college staff to accommodate them and their equipment.

Mr. Pitcher explained that when the City entered into the lease with the college in 1986, the majority of the parking stalls were assigned to the college. There is inadequate parking, however, provisions were made to assign one space to the senior escort program, childcare center, building engineer, facility manager and some stalls to the greenhouse.

An incident occurred a month ago regarding a warning citation issued by college security to some of the Mayor's personnel during an evening meeting held in the community meeting room. Mr. Pitcher received a call from the Mayor's Office and referred the call to Chancellor Dobelle's office. The college has jurisdiction over those parking stalls as a part of the lease. If there are any repercussion that result from this, it should be handled by the college and not the City.

The position of the City in exercising those jurisdictions is, they have to exercise the consequences from those jurisdictions. The City stands by this and those slots allocated to the college, belong to them; and if they want to cite vehicles for illegal parking, they have the right. The City and Commission have nothing to do with this problem--it is a tenant issue.

Commissioner Garlington recalled that during the discussion of parking spaces, it was requested that two stalls be provided for the Commission (parking stickers were distributed to each Commissioner at that time). Mr. Pitcher concluded that the college lease is signed by the Chancellor, however, the present administrator of this facility is responsible for enforcing that lease.

Commissioner Richardson stated that the issue of the affirmative action report from Decorative Plant Services (DPS) is still pending. She suggested that the Director of DPS be invited to appear before the Commission. After further comments, Commissioner Richardson asked that review and discussion of the report be placed on the next agenda.

VII. NEW BUSINESS

No new business was discussed.

VIII. PUBLIC COMMENT

Commissioner Madison acknowledged Mr. Charles Dunn who was featured in the local business publication "S.F. Business Times".

Mr. Pitcher announced that two months ago, Commissioner Brown got a promotion at Stanford University.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 7:00 p.m. The next regular meeting will be held on Wednesday, October 28, 1992 at 6:00 p.m., in the SECF Meeting Room.



FRANK JORDAN
Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

nda Richardson

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Wednesday, October 28, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: October 8, 1992
- IV. COMMUNICATIONS
- V. PRESENTATION: Richard Holder, Captain, Potrero Police Station
- VI. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VII. DISCUSSION: Changing of Regular Commission Meeting Date from November 25, 1992 to November 18, 1992
- VIII. OLD BUSINESS/FOLLOW-UP ISSUES
Discussion on Affirmative Action Report from Decorative Plant Services
- IX. NEW BUSINESS
- X. PUBLIC COMMENT
- XI. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for Thursday, November 12, 1992

DISABILITY ACCESS INFORMATION

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6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

ANNOUNCEMENT!!!ANNOUNCEMENT!!!ANNOUNCEMENT!!!

THE SOUTHEAST COMMUNITY FACILITY COMMISSION

presents

Richard Holder, Captain
Potrero Police Station

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speaking on

PUBLIC SAFETY IN THE BAYVIEW HUNTERS POINT

Wednesday, October 28, 1992

6:00 PM

Southeast Community Facility
Community Meeting Room
1800 Oakdale Avenue
San Francisco

Do not miss this opportunity to hear what is going on in your community.

INVITE YOUR FRIENDS AND NEIGHBORS!!!

Please park your car on the street. Do not park in the college parking lot.

For more information, please call Toye Moses, Executive Director, Southeast Community Facility Commission at 431-9430.

Please park your car on the street. Do not park in the college parking lot.



//SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF/SAN FRANCISCO

FRANK JORDAN

Mayor

President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

/// M I N U T E S

WEDNESDAY, OCTOBER 28, 1992

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Gloria Crosson, Dean, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Richard Holder, Captain, Potrero Police Station; William Scott, Officer, Potrero Police Station; Carmen Santoni, Human Resources Director, Decorative Plant Services; Robert Wharton and Eleanor Colbert, BVHP residents; Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Commissioner Ettinger asked that Item II of the minutes be corrected to reflect: Commissioner Ethel Garlington was present and Commissioner Matt Ettinger was excused.

ACTION: Commissioner Madison moved to accept the minutes of October 8, 1992 with the necessary amendment, seconded by Commissioner Richardson and carried.

IV. COMMUNICATIONS

Correspondence were sent to Dr. Kent Sims and Mr. Leamon Abrams inviting them to discuss economic development in the BVHP community. Confirmation was received and both parties agreed to attend the Commission meeting on November 12th.

V. PRESENTATION-RICHARD HOLDER, CAPTAIN, POTRERO POLICE STATION

Captain Richard Holder thanked the Commission for inviting him to the meeting and was honored to be present. Officer William Scott was also in attendance. Captain Holder gave a briefing of the State of the District Message regarding the BVHP community. He has been at the Potrero station since 1990 and will remain another year to complete the new station on Williams Street. He anticipates starting this project before the end of the year.

The Potrero Police Station is the oldest in the City and was used as a bonding issue to change all the stations in San Francisco. Captain Holder hopes to change the philosophy of the SFPD policies and the perception of this community by working with community groups.

Crime statistics of the ten police districts in San Francisco were circulated. It reflected that the southeastern sector rates number seven in terms of serious crimes. There are other districts that rate higher and the public needs to be aware of this. Captain Holder requested that the Commission assist the SFPD on their ongoing effort in reducing crime.

They have identified approximately 50-60 locations where there are major criminal activities occurring. They are trying to use feedback from the community and officers in

a cooperative effort to deal with these targets--using the Code Abatement Techniques (sending persons performing illegal activities to prison and terminating ownership of residences where those acts were performed).

The Potrero station is leading the City in this effort and have made 10-12 closures on houses. Letters have been sent from the City Attorney's office to warn suspects that if they do not cease and desist their criminal activities, they risk losing their homes. In the past two to three months, there have been weekly attacks on officers at this station--which reflects that this is working and they will continue in this effort.

An information sheet was disseminated on guidelines and objectives of the Community Police Officers Program. Captain Holder discussed the telephone techniques to use and proper phone numbers for various situations. There are some negative aspects in the police department that are effecting everyone--the budget crisis. The SFPD had a \$15 million cut in their budget and currently, they are short 155 officers. Two weeks ago, their academy classes were cut. It is difficult to assist this district with insufficient officers. At present, this district has 85 officers and one academy class, which they expect to acquire 8 additional officers.

Captain Holder announced that a concerned organization had requested to meet with Supervisor Angela Alioto to discuss community needs; and a meeting has been scheduled for October 31st, 2:00 p.m., at the True Hope Church of God in Christ, 950 Gilman Street. Captain Holder expressed the importance of community support and participation.

When Captain Holder started in this district, it was the largest in the City and the officers handled 20-30 assignments any given night, in comparison to other districts where the officers were given 4-5 assignments. The officers in this district were overworked and they were unable to do some of the other activities as in the past, such as patrolling the area. With the help of the community, he was able to cut the district down to size and the Sunnydale area was placed under the Ingleside jurisdiction. As a result, the City distribution of officers and workloads have a more balance to enable them to interact more with the community.

Commissioner Brown wanted to know the status of the program that was to be implemented to familiarize officers

with the community by patrolling on foot? She expressed concern for citizens who have to cash their checks without protection on Third Street. Those citizens that have their identification stolen are afraid of retaliation at their residence. Captain Holder replied that this is part of Officer Scott's assignment and he should be contacted to increase that coverage.

He further stated that most robbers/purse snatchers are cowards and rarely go to the victim's home. There has been some increase in this type of crime and assistance has been requested from the Crime Suppression Unit consisting of 30 officers in plain clothes who work on anti-robbery.

Officer Scott proposed adding more coverage on Third Street during the 1st, 3rd and 15th of each month. The swing shift lieutenant, Billy Morrow has been allowing evening officers to park their vehicles on Third Street as a deterrent of possible crimes. The officers have been active in citing persons for various crimes.

Captain Holder plans to have other agencies involved in assisting with these ongoing problems, e.g. DPW, City Attorney's Office, Public Health, PG & E, etc. The City was recently sued \$3 million for having too many people in jail.

Commissioner Madison requested more police protection during BVHP Opera House events. Captain Holder recommended that the station be notified a month in advance of such events so that ample coverage can be scheduled. He suggested that events involving youth or young adults be scheduled at an early hour. Commissioner Madison remarked that the police department has been very cooperative.

There is a problem with the number of liquor stores on Third Street. Captain Holder's goal is to close some of those stores and remove some of the public phones. He refuses to approve any more new liquor permits in response to what the community wants. Store owners have been cited for distributing alcohol beverages out of their containers. Commissioner Madison wanted to know what can be done to revoke liquor licenses. Captain Holder stated that the Alcohol Beverage Control (ABC) is state funded and because of the state deficit, their enforcement agencies were canceled. This task will go back to police department.

Mr. Moses asked that Captain Holder instruct some officers

to patrol the Southeast Community Facility. Captain Holder suggested that he be informed of events held in this facility in advance. (Mr. Moses will apprise Captain Holder of such events.)

Commissioner Palega thanked Captain Holder and Officer Scott for their presentation.

VI. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that he attended the New Bayview Committee on October 21st to discuss the Metro Light Rail Line and the \$120 million allocated for this project if approved. Flyers were distributed requesting community participation in this effort.

He also attended the Mayor's Office of Economic Planning and Development to discuss spending the \$3 million.

Mr. Moses distributed an information sheet listing the six SECF Commission's standing committees for the Commissioners' review.

ACTION: A motion was made by Commissioner Brown, seconded by Commissioner Jones and carried to accept Mr. Moses' report.

VII. DISCUSSION-CHANGING OF REGULAR COMMISSION MEETING DATE FROM NOVEMBER 25, 1992 TO NOVEMBER 18, 1992

Commissioner Palega noted that due to Thanksgiving following on November 26th, it was suggested that the regular scheduled Commission meeting be moved to November 18th.

ACTION: Commissioner Madison moved, seconded by Commissioner Brown and carried to hold the second Commission meeting in November on the 18th.

VIII. OLD BUSINESS/FOLLOW-UP ISSUES-DISCUSSION ON AFFIRMATIVE ACTION REPORT FROM DECORATIVE PLANT SERVICES

Commissioner Richardson requested a clarification of why there were only two Afro-American part-time employees with DPS. Ms. Carmen Santoni replied that the reason they are part-timers is because they were hired through the

Association for Retarded Citizens (ARC) and are part of the four persons filling one position. Commissioner Richardson further wanted to know how many Afro-Americans have been hired recently? Ms. Santoni replied that there has been no new hires.

Commissioner Palega questioned why five of the six Hispanic employees reside outside of the City and have no hiring dates? He also questioned why the three employees residing in this community were from the same family? He expressed concern that when the program was at the first implementation stages, the Commission was assured that the balance would be a reflection of the community.

Ms. Santoni stated that the hirers in question are employees of S.F. Foliage and Sunborne Nursery. DPS has never had any influence on their hiring practices. The information submitted was the only data made available to DPS. Mr. Charles Dunn recalled that the previous report submitted by DPS excluded the subtenants. A letter was sent to DPS clarifying that the subtenants are a part of this agreement and requesting that an affirmative action report be forwarded.

Mr. Dunn spoke with DPS and was informed that qualified applicants were needed to apply for these jobs. During the past two job announcements, there were no applications submitted from residents of 94124. Commissioner Palega requested clarification in terms of qualified applicants (degree in horticulture, several years of experience, screening/monitoring applications, or no applications received from this area). Were there applications submitted and screened out because of lack of qualification or were the qualifications set so high that only outsiders were eligible? Ms. Santoni replied that there are some positions that require some type of degree/background in horticulture, such as sales. There have not been any openings for greenhouse technicians.

Commissioner Ettinger asked if YCD received a copy of the recent employment opportunity announcement? Ms. Santoni used the mailing list that was forwarded by Mr. Pitcher's office. Mr. Edward Rathbun is the President of DPS, Mr. Eric Bloom of S.F. Foliage and Mr. Dan Goldman of Sunborne Nursery. Mr. Rathbun does not have an interest in the other two companies. Sunborne Nursery relocated from Halfmoon Bay.

Commissioner Ettinger expressed concern regarding the

stats of hirers from this community and complying with the MOU. He felt that if there is going to be an MOU and if this Commission cannot oversee it and make it effective, then there probably is no point in having one. He felt that these three companies need to devise a system to locate employees from this area. He is aware of the outreach that was done, but did not know about the screening process. He was concerned that the positions that become available should be attractive to members of this community and if people cannot be found, it would be in the best interest to develop a training program to enable people to have permanent employment at DPS.

Commissioner Madison felt that it is important that the Commission try to address these issues; on the other hand, it is important to know the nature of a small business. DPS did do the outreach and notices were circulated throughout the community (DPS is not responsible for people not applying for these positions). The agreement applies to new hirers. There is no requirement to lay-off employees in order to hire new ones--which would be unfair to the current staff.

Commissioner Palega stressed that the Commission does not wish to terminate an employee. However, there are ways to avoid affirmative action, such as the screening process. It is difficult to locate three members of the same household who qualify for the same jobs; seemingly, these persons were hired by referral rather than qualifications and/or going through the process. Commissioner Palega desired to review the applications that were submitted and the screening committee. He suggested that when jobs become available, representatives from the Urban League, YCD, and other employment agencies participate in the screening/application process.

Mr. Dunn stated that it is very clear the desires of this Commission in terms of the MOU. It was explained to Mr. Rathbun that this Commission will be monitoring this very closely. DPS is not getting a below market rate on their lease--they are getting a fair market rent based on appraisal.

Commissioner Palega reiterated that it must be made clear to DPS that the MOU must be complied with. Ms. McDowell expressed that the residents' main concern is getting jobs. Mr. Moses stated that perhaps the reason for the lack of applicants from this community was because the last job announcement required a degree in horticulture.

Mr. Moses suggested that entry-level jobs be offered that do not require degrees.

Commissioner Brown noted there are about 100 gardeners at Stanford University and a degree is not required in order to perform their job. There is a training manual that is used to identify plants and servicing. It needs to be separated from requirement in terms of equivalent experience or knowledge. Ms. Santoni replied that most of the positions do not require degrees; only selective positions, such as sales.

Commissioner Brown explained that a person has to demonstrate by law that an individual cannot succeed in a job unless he/she has a degree and to prove this, they have to demonstrate that everyone in the job who is lacking a degree has failed--which would be difficult to prove. Commissioner Madison felt that it would be presumptuous of the Commission, who has no direct experience, to say what is necessary for someone to fulfill a job at the greenhouse.

After discussion of the last two positions that were offered by DPS, Ms. Santoni expressed that she had no reservations about showing the applications and explaining the screening process that was used. Commissioner Palega could not understand how jobs with minimal qualifications had no applicants from this neighborhood, especially after completing a summer internship program with DPS.

Mr. Dunn was informed by Mr. Rathbun of his frustration in offering to provide horticulture classes through the college at this site. Mr. Dunn suggested that the Commission use their influence to persuade the college to offer those classes; get the word out the next time there are positions available; and when the economy changes, the community needs to be in position that when there are jobs, they can be filled by BVHP residents. Mr. Dunn expressed that he is trying to work with Mr. Rathbun to make sure that this happens.

Commissioner Ettinger asked if DPS was still open to having interaction with the college? Dean Crosson was not knowledgeable of this effort and she has not been approached to start a horticulture program at this site. She will speak to Ms. Santoni after the meeting and explore that possibility.

Commissioner Madison wanted to know the appropriate means

of establishing a contact with the subtenants at the greenhouse. He suggested that the subtenants be contacted to have them understand that they are suppose to be in compliance with this agreement, understand what the agreement is, and offer to work with them in achieving these goals. (Mr. Pitcher offered to make contact with the subtenants and report back.)

Ms. Santoni concluded that she has had difficulty in recruiting people for positions--it is a tough market to fill. There are 37 plant technicians who service plants throughout the City (one is Afro-American).

Mr. Moses stated that Ms. Santoni was very supportive in hiring the four students for the apprenticeship program. He wanted to know if there was follow-up done on those students? Ms. Santoni replied that one student is attending U.C. Berkeley taking art classes, another is in high school to return, and the other was unavailable to work due to pregnancy. The OJT is ongoing and Ms. Santoni hopes to continue working with the Commission in recruitment of trainees. Commissioner Palega asked that staff be notified when the OJT program is underway.

IX. NEW BUSINESS

There was a brief discussion on the operations, services and staffing of the BVHP Opera House. Commissioner Richardson asked that the election of officers be placed on the agenda of the next Commission meeting.

X. PUBLIC COMMENT

Commissioner Madison announced that a conference and workshop was planned for the art center at the shipyard on October 24th and was attended by over 70 people from various organizations.

XI. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 8:05 p.m. The next regular meeting will be held on Thursday, November 12, 1992 at 6:00 p.m., in the SECF Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

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NOTICE OF MEETING

Thursday, November 12, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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★ ★ NO SMOKING DURING COMMISSION MEETING ★ ★

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: October 28, 1992
- IV. COMMUNICATIONS
- V. ELECTION OF OFFICERS
- VI. PRESENTATION: Kent Sims, Director, Mayor's Office of
Economic Planning & Development
Leamon Abrams, Chief Economic Development,
S.F. Redevelopment Agency
- VII. REPORT: Toye Moses, Executive Director, Southeast
Community Facility Commission
- VIII. OLD BUSINESS/FOLLOW-UP ISSUES
- IX. NEW BUSINESS
- X. PUBLIC COMMENT
- XI. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, November 18, 1992

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

ANNOUNCEMENT!!!ANNOUNCEMENT!!!ANNOUNCEMENT!!!

THE SOUTHEAST COMMUNITY FACILITY COMMISSION

invites

Kent O. Sims
Director, Mayor's Office of Economic Planning and Development
and

Leamon Abrams
Chief Economic Development
San Francisco Redevelopment Agency

speaking on

**ECONOMIC DEVELOPMENT FUNDS AND THE
ECONOMIC REVITALIZATION OF BAYVIEW
HUNTERS POINT**

Thursday, November 12, 1992

6:00 PM

Southeast Community Facility
Community Meeting Room
1800 Oakdale Avenue
San Francisco

Do not miss this opportunity to hear what is going on in your community.

INVITE YOUR FRIENDS AND NEIGHBORS!!!

Please park your car on the street. Do not park in the college parking lot.

For more information, please call Toye Moses, Executive Director, Southeast Community Facility Commission at 431-9430.
Please park your car on the street. Do not park in the college parking lot.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

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MINUTES

THURSDAY, NOVEMBER 12, 1992

6:00 P.M.

**1800 Oakdale Avenue
San Francisco, California**

92
FRANK JORDAN

Mayor

President

Sululagi Palega

Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Richardson I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Kent Sims, Mayor's Office of Economic Planning & Development; Leamon Abrams, S.F. Redevelopment Agency; Espanola Jackson, District "7" Democratic Club; Mary Ratcliff, New Bayview News; Sam Murray, New Bayview Committee; Aurea Luis-Carnes, Northern California Black Business Association; Willie Ratcliff, Liberty Builders; Jamie Jamerson and Steve Driggs, SEED; Ocie Mae Rogers, BVHP resident; Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Richardson, seconded by Commissioner Jones and carried to adopt the minutes of October 28th.

IV. COMMUNICATIONS

No communications were sent or received.

V. ELECTION OF OFFICERS

Mr. Pitcher stated that under the rules of order established by this Commission, the term of two years for the President and Vice President have ended--new candidates will have to be selected. He requested the Commissioners' preference in terms of secret ballot or nomination. It was unanimously decided to have a nomination of officers.

ACTION: Commissioner Richardson nominated Commissioner Palega to the office of President, seconded by Commissioner Jones and unanimously accepted.

ACTION: Commissioner Richardson nominated Commissioner Brown to the office of Vice President, seconded by Commissioner Ettinger and unanimously accepted.

Mr. Pitcher congratulated both newly-elected officers and wished them the best. Commissioners Palega and Brown thanked the full body for electing them into office.

VI. PRESENTATION-KENT SIMS, DIRECTOR, MAYOR'S OFFICE OF ECONOMIC PLANNING & DEVELOPMENT/LEAMON ABRAMS, CHIEF ECONOMIC DEVELOPMENT, S.F REDEVELOPMENT AGENCY

Dr. Kent Sims gave a briefing on the Mayor's general economic strategy for neighborhoods throughout the City. When Mayor Jordan was elected and they began to review what was in place, it was discovered that there were no specific neighborhood economic development plans in San Francisco. There was a patchwork of various funds that were established for Chinatown, Afro-American communities (Bayview Hunters Point and Western Addition), 24th Street Revitalization and Armory funds (\$1.8 million) for the Mission. Most of these had no development plans and in some cases, monies were appropriated for a long time without a lot happening by way of making loans.

It was also discovered that citizens were unaware of the purposes of these funds, how they were to be spent and how to access them. None of these cases had a plan of development in terms of what to do with the funds before the monies were appropriated. The Mayor's Office of Economic

Planning & Development (MOEPD) took on the task of working on a series of neighborhood economic development plans. They reviewed work that had been done by various City agencies on neighborhoods and a wide variety of plans that were introduced by the communities. In terms of the BVHP plans, MOEPD tried to summarize common threads that were in the different documents; and statistical work was done by creating a profile of the community to identify what the community perceived as the problems afflicting the area and opportunities in solving those problems, what the MOEPD analysis could add to this and listing these.

The major findings in the statistical analysis were: a) Employment is a high priority in BVHP. This area is a very job-rich neighborhood (there are two jobs for every working-age person who resides here). The problem is not that this community does not generate jobs, but that the residents of this area do not get hired; b) Spending patterns--out of every retail dollar that is spent by BVHP residents, about 92 cents is spent outside of the area. This community is underserved by the retail establishments. There is no other community city-wide that has that high rate of leakage of dollars; and unless this changes, there is no way to develop a viable retail base; and c) Low rate of entrepreneurship/self-employment in the community. Most people who are employable, work for others (they are not self-employed). Self-employment and entrepreneurship play a special role in the economic and capital development of the community.

The second initiative that was taken earlier in this administration was an Afro-American Task Force to administer \$5 million set aside for the Afro-American community. It was found that this task force did a poor job in explaining what they were doing with the funds and how people can access the money. About 3-4 months into the Jordan administration, the Afro-American Task Force introduced a report consisting of goals (a form of establishing petitioning of monies for different funds and purposes). By the time this report was submitted, the administration had developed its strategy for neighborhood economic development (to put the decision-making power for allocated funds to each neighborhood), which was the object of those funds. So, the Afro-American Task Force was replaced with the BVHP Economic Planning & Development Task Force and the Western Addition Task Force. The funds had already been divided between the two communities. The MOEPD and the S.F. Redevelopment Agency (SFRA) have been working cooperatively with the BVHP task force to develop a specific plan for administering these funds.

Mr. Leamon Abrams remarked that the task force wanted to address the issue of the retail sales leakage in the absence of neighborhoods, such as retail usage in the South Bayshore area. In addressing this issue, they spent much of the initial meetings focusing on a loan program.

The previous task force had setup some operating guidelines (underwriting criteria for the loan program); but it is this task force who essentially operationalized and put in guidelines to make that program able to be implemented. The program was capitalized with an additional \$1.7 million to address the capital of minorities with small businesses in this area. The activities of the task force were to provide guidelines and implement the goals that were established. They initially reviewed the operating procedures and determined how to make the program more streamline and capital more accessible to women and small minority-owned businesses in the area.

The last underwriting criteria that was identified and developed by this task force really focused on three specific activities: a) Collateral and equity were reduced; b) boundaries were expanded (previously, it was restricted to the Bayview Plaza and now the proceeds for the loan program can be used anywhere in the South Bayshore area); and c) the loan amounts were increased to \$200 thousand.

An additional focus area for the task force was working with the Urban Economic Development Corporation (UEDC) to extradite the loan (processing/packaging aspect of the loan program). Mr. Abrams gave an overview of how this process was done. He announced that an Afro-American applicant for a dry cleaning loan was approved for this community. The task force is optimistic about future loans and are working to establish better procedures and methods to account more fully to the community-at-large, who are basically controlling these funds.

Another major activity of the task force is to hold annual conventions and meetings throughout the City. Mr. Abrams stated that the task force identified that businesses can benefit through the promotion of conventions and meetings. The task force has established a subcommittee on marketing and tourism promotion that will soon be requesting input from the community to attract people to the area and take advantage of some of the assets that are here, such as the Bayview Opera House. There was further discussion on tourism and conventions. The task force would also like to extend its expertise and support to this community

regarding the Muni Metro Light Rail Project on Third Street, improvement of Third Street in dealing with crime and public safety issues and other economic development activities.

Mr. Abrams requested assistance from the Commission in apprising those interested in starting a new business or expanding existing business of the loan program. He also asked that the Commission assist in identifying what some of the economic priorities are for this community.

Commissioner Palega wanted to know what the eligibility requirements were for the loan? Mr. Abrams responded that the proposed or existing business must be located in South Bayshore and jobs will be provided to low-income residents of this community; there really is no financial requirement.

Basically, the goal of the task force in working with UEDC is to review the cash flow of the small business to determine if that business has the ability to service the loan debt. Instead of looking at collateral, equity or other types of traditional loan requirements--because this loan program has softer underwriting criteria, it is really a case of looking at the business plan and determining whether or not there would be enough revenues to cover the fixed expenses, as well as the loan service.

Dr. Sims added that the loan criteria, equity requirement, past credit history and normal items that usually are on loan programs administered by the City or commercial lender have been reduced to a minimum in this program. In dealing with the task force, a lot of data was compiled on various types of loans. With the type of loan criteria that is in place they expect to have a higher intake as compared to a bank experience. A lot of energy has been spent on the development of business plans through workshops. They are trying to meet with the community to ascertain what their needs and complaints are, and what the city government can do within their limits/resources to improve this community. The BVHP Economic Planning and Development Task Force's purpose is to improve the economic conditions of the residents of this community.

Commissioner Ettinger spoke of the enterprise zone being established throughout the City. He wanted to know what would qualify as a small business--would it be a business within this zip code? Dr. Sims clarified that the enterprise zone in general, is a State of California enterprise and basically, benefits ongoing businesses. A newly

established business can take advantage of the enterprise zone, but its probably at the maximum advantage to existing businesses. The financial benefits from the enterprise zone comes in the form of tax credits--so in order to benefit from this, revenues have to be acquired and have a tax obligation. The exception to this is that the MOEPD in San Francisco has placed \$1.8 million into a working capital guarantee fund for small businesses to apply for (about \$50,000 per loan).

Commissioner Ettinger questioned what a small business consists of--is it the number of employees or the amount of capital that is turned at the end of the year? Dr. Sims stated that the working definition of a small business is the one used by the Small Business Association, which does include large businesses. The MOEPD has not been approached by larger businesses as yet. The working capital guarantee fund has not been functioning because they have not completed signing up all the banks. Basically, the size of the loan would determine whether or not it is a small business. Mr. Abrams noted that the target is to focus on small businesses.

Commissioner Ettinger asked whether or not there was a program to monitor those loans after they have been approved, such as conditions of hiring people from the community? Dr. Sims explained that during the period that the loan is in effect, there is extensive reporting that go with the loan payments, such as local employment is generated throughout the community on an ongoing basis (examples were given of businesses that were granted loans and the monitoring process).

Commissioner Ettinger was concerned about the drug traffic that exist within this community and families losing their homes as a result of this. He questioned if the Mayor's Office or SFRA were doing anything about this? Dr. Sims replied that the Mayor's Office is aware of the growing drug problem in BVHP and the gang violence in the Mission district. He spoke briefly of the 24th Street Revitalization Program in the Mission community. The Mayor's Office is forming task forces with community support to address similar problems.

Commissioner Brown asked if anything has been done to seek retail companies to come into this area? Dr. Sims replied that Supervisor Kennedy has suggested a discount mall with a series of stores to keep the monies in this area, but this would affect the existing small businesses, such as the Cala Foods taking business from the smaller markets.

Dr. Sims remarked that more large businesses are needed in this area, and significant initiative should be undertaken with existing employers to make jobs available to BVHP residents. The Mayor's Office has an initiative called Employment Opportunities 1,000 which is an effort to get 1,000 jobs pledged to make available to graduates of City employment training agencies, such as YCD. A big problem throughout the City, particularly BVHP has been lack of jobs available after one completes a training program or the person who gets hired are unable to retain employment after the probationary period. The Employment Opportunities 1,000 has been successful in retention of employees.

Ms. Espanola Jackson expressed concern in using South Bayshore plan to describe this area. Mr. Abrams explained that the area being referred to was the boundaries for the small business loan program in the South Bayshore planning (which was the study area that was part of the South Bayshore plan). Ms. Jackson recommended that the terminology of Southeast section be used to replace South Bayshore plan or a specific location be given to describe the area.

Commissioner Madison wanted to know if there were plans to extend the enterprise zone to the Hunters Point Shipyard? Dr. Sims replied that they plan to expand the enterprise zone; however, due to the timeline required to cleanup the shipyard, it is not part of that expansion.

Commissioner Madison noted that in order to address the employment problem in this community, it is going to require larger employers. It will be difficult to have leverage on existing businesses to encourage them to hire from within the community; whereas, an agreement can be made with new businesses regarding training and hiring practices. Dr. Sims stated that work is being done to address this issue.

Further discussion was done on the lack of cooperation received from city government in terms of assistance in attracting businesses to the City. Dr. Sims noted that this City has the lowest unemployment rate of any major city in the United States (3.8% previously and now 6.8%). San Francisco is a small city (area wise) with a high cost of living that does attract firms.

Commissioner Madison expressed concern that businesses entering the City do not really service this neighborhood, such as blue collar occupations. An effort should be made to recruit types of businesses that will employ people at

the level they are or can be trained to achieve. Dr. Sims clarified that there is a high level of blue collar jobs in the City. He felt that people should be trained in jobs that are relevant towards their career ladder or entry-level jobs that do not require a great deal of skill. He was optimistic regarding the opportunities for minority contractors in the long-term Mission Bay Project.

Mr. Sam Murray commented that statistically, large businesses usually do not supply employment for the residents of this community. A mechanism should be created to generate small businesses from within the community (less absentee owners) who will employ residents. The revenues generated through Cala Foods do not return back into the community; whereas, smaller stores or coop stores would generate a cash flow for the community. A consideration needs to be "How to have revenues remain in this area as other neighborhoods that are growing" (perhaps creating economics based on products/goods for this area).

There is heavy traffic on Third Street and the community is not capitalizing on this--there is no mechanism to slow down the traffic to explore the businesses that exist in this area. Another problem is cleaning up the area so that it is more attractive. These are the problems that need to be addressed collectively.

Mr. Murray suggested developing incubator programs to assist new businesses in growing, e.g. sharing accounts, staff, cost of equipment and training. He had hoped that SFRA would sponsor funding for small businesses and train on a regular basis. He suggested obtaining feedback from successful companies in the area, such as Just Desserts. Businesses here hire from outside the area and the residents do not have an opportunity to apply for the jobs. There should be some mechanism to force those businesses to develop training programs. A factor would be "How to get the existing businesses to give back to the community that they have taken from".

Through a study that was conducted regarding toxic waste, it was unknown what the warehouses in this area contained, e.g. the explosion of the firecracker company that occurred in this area. Mr. Murray questioned how people can be trained in this area for employment, when it is not known what products are being produced/manufactured here.

Dr. Sims stated that this community has a lot of potential compared to other areas, such as the Tenderloin. There is a great number of low-income housing in the Tenderloin and

insufficient income to support the development of retail businesses, restaurants, etc. In order to expand the economic development of Tenderloin, they would have to attract more people there, such as tourism; whereas, in BVHP, it does attract people constantly. Also, there is a reasonable amount of income level in this area who already have jobs. Even though there is a high level of teenage unemployment rate here, the per capita income is not that low.

Mr. Murray spoke about bonding for small contractors and assistance in this for Afro-Americans and Hispanics. Dr. Sims suggested a bonding fund for this which would remove an enormous obstacle. Mr. Murray commented on the Community Reinvestment Act pertaining to banks--is there a mechanism for getting the banks to reinvest back into the community? Dr. Sims replied that the enforcing bodies for this are the primary regulators, which include Federal Reserve, Comptroller Currency, and Federal Deposit Insurance Corp. City Hall can assist with organizing an effort to apply pressure to those banking establishments that are not complying with the Reinvestment Act.

Ms. Mary Ratcliff noted that there is 62% unemployment rate in Afro-American men. There was a study conducted for this area and it reflected that there were 50,000 jobs here for the 50,000 residents. The problem is that the employers are not interested in hiring from within the community--so perhaps the community should develop the businesses. There is a workload coming into this area of construction projects (\$85 million and \$40 million) and BVHP residents should be assured those jobs. She spoke of the low working capital sources to assist minority contractors in meeting their obligations.

Mr. Willie Ratcliff stated that a major problem is creating jobs. The general contractor needs sufficient capital for their business (short-form guarantee line of credit) that can be used against the contract to request additional funding from banks--block grant monies.

Commissioner Palega thanked Dr. Sims and Mr. Abrams for meeting with the Commission and extended an invitation to return.

Mr. Pitcher acknowledged Dr. Sims on his work with the task force and SFRA regarding economic development of this community. Dr. Sims made mention that he would be glad to meet with the Commission at a future date.

VII. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

The Executive Director's report was deferred until the next Commission meeting on Wednesday, November 18th.

VIII. OLD BUSINESS/FOLLOW-UP ISSUES

Commissioner Brown announced that Captain Richard Holder was appointed Commander on November 11th. She asked that a congratulatory note be sent on behalf of the Commission.

ACTION: Commissioner Brown moved, seconded by Commissioner Garlington and carried to send a congratulatory letter to Commander Holder.

IX. NEW BUSINESS

No new business was reported.

X. PUBLIC COMMENT

No public comments were made.

XI. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 8:00 p.m. The next meeting will be held on Wednesday, November 18, 1992 at 6:00 p.m., in the Southeast Community Facility.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

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NOTICE OF MEETING

Wednesday, November 18, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: November 12, 1992
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for Thursday, December 10, 1992

DISABILITY ACCESS INFORMATION

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**SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO**

FRANK JORDAN
Mayor

**MINUTES
WEDNESDAY, NOVEMBER 18, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California**

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President

Sululagi Palega
Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise C. Jones

Scott Madison

Linda Richardson

I. CALL TO ORDER

The session of the Southeast Community Facility Commission was called to order by Commissioner Palega, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Willie McDowell, Public Affairs, CWE; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes of November 12, 1992 meeting were not available for reading and approval, however, they will be ready at the next Commission meeting.

IV. COMMUNICATIONS

Mr. Moses distributed a flyer announcing the Water Recycling meeting on Tuesday, November 24th, at the Wells Fargo Bank, 5048 Third Street, 12 noon.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that he, Commissioner Palega, Mr. Pitcher and Mr. Dunn met with the Board of Supervisor Finance Committee concerning the community college lease. After a lengthy discussion, it was decided that the lease be on a month-to-month basis, pending the Harvey Rose's Budget Analyst report, which should be available in January, 1993.

Commissioner Palega added that the Finance Committee felt the lease being proposed was too low. Commissioner Palega did inform the committee that the college was paying utilities and providing security. He also noted that the occupancy of that space by the college has prevented vandalism and other possible damages to the building. It was Harvey Rose's Budget Analyst Office that wanted to review this further.

Commissioner Palega further stated that the Finance Committee meeting was highlighted around a farewell to Mr. Jimmy Gonzalez, who will end his term as chair in the beginning of January. Hopefully, whoever replaces him will be sympathetic to the needs of this community.

Mr. Moses announced that on November 17th, he was appointed to the Youth Employment Task Force. This task force consisting of 17 members and approved by the Board of Supervisors, was created to deal with the \$1 million allocated to San Francisco--as a result of the Rodney King riot in Los Angeles.

Mr. Moses met with Ms. Carmen Santoni of DPS, as a follow-up to her presentation to the Commission. She informed Mr. Moses that she and Mr. Edward Rathbun met with the owners of S.F. Foliage and Sunborne Nursery to discuss meeting the affirmative action plans as outlined in the MOU. All were in agreement to comply with hiring within the community.

Ms. Santoni also informed Mr. Moses that a driver position for the greenhouse became available recently and two

applicants from this community were interviewed. The next affirmative action report that is due in December will reflect the efforts made to reach the community. Ms. Santoni assured that the community will be apprised of openings that occur at the greenhouse.

Commissioner Palega expressed concern that the greenhouse tenants were not complying with the agreement made with Ms. Santoni; in that, the Commission wanted to be notified of such openings.

Mr. Moses stated that YCD and the community-at-large were notified (a current mailing list was submitted to Ms. Santoni for that purpose). The driver position became available on November 16th and has not been filled.

Commissioner Jones mentioned that there needs to be some specificity regarding the organizations that are given these notices (the community-at-large is too broad).

Commissioner Richardson felt that the Commission should establish with the greenhouse tenants that they want to be involved before decisions are made.

Commissioner Palega suggested that a letter be sent to Mr. Rathbun and the Greenhouse Board of Directors reflecting that it was agreed by their staff member to keep this Commission abreast of openings that become available--so that the Commission could monitor the process and request referrals. This is a deliberate assault on this Commission by overlooking what was established with Ms. Santoni.

Mr. Pitcher recommended that an invitation be sent to Mr. Rathbun to meet with the Commission to discuss the MOU and other concerns of the Commission. Commissioner Palega was adamant about reinstating the Commission's position in terms of openings at the greenhouse.

ACTION: Commissioner Garlington moved, seconded by Commissioner Ettinger and carried to send an invitation to Mr. Rathbun to meet with the Commission and reinstate the Commission's position on job openings.

Commissioner Jones asked that the minutes of October 28th be reviewed to ascertain exactly what was said. Commissioner Palega asked that a copy of the minutes accompany the letter highlighting pertinent areas. Commissioner Ettinger wanted to meet with Mr. Rathbun

before January, 1993.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

No old business or follow-up issues were discussed.

VII. NEW BUSINESS

Commissioner Palega noted that the Commission's second regular meeting in December is scheduled around the holidays. He recommended that the meeting be changed to December 16th instead of December 23rd. Mr. Moses noted that the New Bayview Committee will hold their regular meeting also on December 16th.

ACTION: A motion was made by Commissioner Jones, seconded by Commissioner Richardson and carried to reschedule the Commission meetings for the month of December to the 10th and 16th.

VIII. PUBLIC COMMENT

Mr. Moses announced that the Mayor will be attending the meeting of "Children and Families Concerning Prop J" on Wednesday, December 2nd, at the Southeast Community Facility Meeting Room, 6:00 p.m. (notices will be sent).

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 6:30 p.m. The next regular meeting will be held on Thursday, December 10, 1992 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

FRANK JORDAN
Mayor

President
Sululagi Palega
Vice President

Bobbrie Brown
Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

NOTICE OF MEETING

Thursday, December 10, 1992 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: November 12 & 18, 1992
- IV. COMMUNICATIONS
- V. PRESENTATION: Edward Rathbun, President, Decorative Plant Service
- VI. REPORT: Toye Moses, Executive Director, Southeast Community Facility Commission
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for Wednesday, December 16, 1992

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Frank M. Jordan
Mayor

Toye Moses
Executive Director

Sululagi Palega
President

Bobbrie Brown
Vice President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

MINUTES
THURSDAY, DECEMBER 10, 1992
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Matt Ettinger

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Edward Rathbun, President, Decorative Plant Service; Gloria Crosson, Dean, CCSF Southeast Campus; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Jones, seconded by Commissioner Garlington and carried to adopt the minutes of November 12th and November 18th.

IV. COMMUNICATIONS

The following communications were available for the Commissioners' perusal:

- a) Quarterly Affirmative Action Status Report (period ending November 30, 1992) provided by Decorative Plant Service (DPS).
- b) Job announcement for an Interior Plant Care Technician at DPS.
- c) Invitation to Mr. Edward Rathbun, President of DPS to attend the December 10th Commission meeting.
- d) Letter of appreciation to Dr. Kent Sims for his presentation on November 12th.
- e) Response from Dr. Raymond Baxter, Director of Public Health regarding questions that were raised during the meeting of August 26th.
- f) Announcement of a neighborhood meeting on December 14th, at the SECF Community Room, 5:30-7:30 p.m. with Supervisor Angela Alioto regarding concerns and needs of the BVHP community.

Mr. Toye Moses stated that the congratulatory letter requested by the Commission to Commander Richard Holder has been sent. The community meeting on zoning called by the S.F. Department of Planning has been postponed till December 15th, due to low attendance (announcement to follow).

V. PRESENTATION-EDWARD RATHBUN, PRESIDENT, DECORATIVE PLANT SERVICE

Mr. Edward Rathbun reported that he met with Commissioner Palega and Mr. Moses to discuss the development of lab classes with the Southeast Campus. Mr. Eugene Duncan, Instructor at CCSF Ornamental Horticulture Program visited the greenhouse and was very impressed with the facility. Mr. Rathbun is awaiting another meeting with the college staff after reviewing various issues, such as credited classes, possibility of DPS staff training CCSF students, availability of employing community residents immediately.

Mr. Rathbun spoke of the summer internship program and the

possibility of having such training on an ongoing basis. Due to the recession, DPS has had to lay off persons instead of hiring them.

Mr. Rathbun clarified that the original lease specified that DPS is to hire 50% from the BVHP community; however, when DPS occupied the facility, they had full staffing. The objective was, when there were attrition and layoffs, the positions would become available to the community. The number of positions available in the greenhouse are: 8 with DPS, 5 with Sunborne Nursery and 5 with S.F. Foliage--totalling 18 positions. The MOU relates to hirers in the greenhouse, but there are other activities there, such as truck drivers, warehouse workers, etc. which makes a total of 32 positions available to the community. Hopefully, 16 of these positions will be filled by BVHP residents.

At present, DPS is only 28% in compliance with the MOU. Initially, DPS did not monitor the subtenants properly. However, the subtenants met with Mr. Rathbun and signed an agreement to comply with the MOU (to hire 50% from the BVHP area) and to submit a quarterly status report. Also procedures for hiring were established by DPS for the subtenant to follow, effective January of 1993. (Copies of the agreement signed by subtenants were distributed to the Commission and Mr. Rathbun gave an overview of the hiring procedures.)

Mr. Rathbun stated that the mailing list submitted by the Commission consisting of 60 organizations and 156 individuals was quite extensive and costly (approximately \$63 postage to mail announcements). Commissioner Palega suggested that DPS continue sending the announcements to the Commissioners, organizations, schools and churches; and eliminate the individual mailers. (Mr. Moses will revise the mailing list to be used by DPS.) Mr. Rathbun assured that all job announcements for all departments will be circulated throughout the community.

Commissioner Palega reported that during the meeting with Mr. Rathbun, it was discussed briefly the implementation of OJT for people within the community and when these positions become available, they can interview for them. The issue of short notices given when positions become available was also discussed--more time was needed to refer applicants.

Commissioner Palega thanked Mr. Rathbun for working with

the Commission and acknowledged him for being supportive of giving BVHP residents an opportunity to be interviewed first for available positions. Mr. Rathbun assured that the two subtenants have to fill vacancies through the DPS office and adhere to the procedures set forth.

Mr. Rathbun reported that there were only three responses received from the 216 mailers regarding the three job announcements. He explained that in some instances, jobs were rejected by community applicants because of salary--S.F. Foliage truck drivers offered \$6.50 an hour. Mr. Pitcher wanted to know whether or not \$6.50 was the minimum wage for truck drivers. Mr. Rathbun did not know because the employees at S.F. Foliage are non-union. DPS does pay their truck drivers \$11.50 an hour. Commissioner Palega suggested that perhaps this needs to be explored further with other truck driver salaries city-wide (to assure that S.F. Foliage is not offering too low pay for this occupation).

Mr. Rathbun did mention that he would like to have a larger pool of BVHP applicants on file to select from when jobs become available. Mr. Pitcher recognized Mr. Rathbun for his fairness in trying to meet the MOU. He suggested that job descriptions of all positions at the greenhouse be forwarded to his office so that staff could assist with referring qualified applicants. Mr. Rathbun noted that the announcements have job descriptions posted. The horticulture field does not attract many people--it is a low paying field.

Commissioner Madison asked if there was any sort of time limitation or date by which these goals are going to be achieved and what will occur if, for example two years from now, Mr. Rathbun made a good faith effort and there was no change (because of non-qualified applicants or qualified applicants refusing to accept work due to low wages)? Mr. Rathbun reiterated that the objective is by attrition and because a full staff was brought in, at present, there is not much attrition occurring. Most of the employees in horticulture are in the business because they love plants and do not leave--the turnover is not that great.

Commissioner Palega felt that as long as it was an ongoing process in terms of an effort being made and support of the MOU continues, there really is not any time frame for goals to be met. Commissioner Brown added that demonstration of announcements circulating is also an important

factor. Mr. Rathbun did assure that when there is a decision between applicants who are relatively equal, the choice will go to a BVHP resident.

Mr. Pitcher asked what were the chances of a program being implemented between the greenhouse and college? Mr. Rathbun replied that DPS plans to meet again with the college staff to try to work in credits with the program and recognizing the greenhouse staff as credited instructors. It was also discussed to take the 7 applicants on file and give them some preliminary training, similar to the OJT that was done during the summer.

Commissioner Palega agreed that there needs to be a way to get the community involved in applying and acquiring these jobs. It was also discussed to give the BVHP residents a briefing and internship to prepare them with the needed skills, experience and knowledge to meet the job requirements.

Dean Gloria Crosson stated that when she discussed the program with Mr. Eugene Duncan, they interpreted it as an entry-level, short term OJT program (developing reading, job, attitude skills to become employable immediately). Mr. Rathbun suggested that the community and DPS approach the Employment Training panel for funding students in the program. Commissioner Palega agreed that the possibility should be explored and submission of a proposal (with a short narrative). Also, working with Dean Crosson to see how to raise the student's grade level. Mr. Rathbun concluded that DPS is available to participate.

Commissioner Palega thanked Mr. Rathbun for his support in meeting with his staff and his willingness to meet with the Commission.

VI. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses reported that members of the community have been making use of this facility constantly. The weekend calendar has been filled until December of next year. City agencies have also been utilizing the facility and there is a great demand. Commissioner Palega thanked Mr. Pitcher for his efforts to follow through with the goals of the community for this facility and making it available at affordable rates.

Mr. Moses further reported that he and Mr. Pitcher will be

working closely with the Budget Analyst Office and hopefully the budget report will be available soon. Mr. Pitcher noted that the expenditures for operating and maintaining the two facilities (SECF and EPMC) still exceed the revenues obtained. The Budget Analyst's position is that the revenues should equal the cost of operation and maintenance--even to the expense of cutting back. (The Commission will receive a copy of the budget report upon availability.)

Mr. Moses stated that he met with the college staff and Commissioner Garlington regarding the Front Desk and Culinary Program. The Kopp funds allocated for this have been rolled over. Dean Crosson stated that it would take about one year to setup construction in the kitchen area.

Commissioner Garlington stated that during the meeting with the hotel/hospitality representatives, they were assured that the jobs will not be minimum wage and they would work with the college to get people trained (OJT at the hotels with good health benefits, no age limit and an opportunity of mobility within this field). She suggested that Chancellor Dobelle be invited to meet with the Commission to affirm that the Commission is working with the college to implement the Front Desk/Culinary Program at this facility. Also to request a briefing from the Chancellor on what was discussed during the meeting with the hotel/hospitality reps.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried to invite Chancellor Dobelle to meet with the Commission in January, 1993.

Commissioner Brown asked that a copy be sent to the Mayor.

VII. OLD BUSINESS/FOLLOW-UP ISSUES

No old business or follow-up issues were discussed.

VIII. NEW BUSINESS

Commissioner Palega stated that he received a petition signed by members of the community requesting credited classes at the Southeast Campus. Dean Crosson explained that due to the budget situation, they only are able to offer first semester credited classes--there are no

follow-up classes on site. There are very few credited classes during the day session and the enrollment has dropped considerably. The students have expressed concern and are requesting assistance in obtaining the credited classes that were promised.

Commissioner Palega asked that this matter be tabled until the meeting with Chancellor Dobelle. He requested a list of the classes in question be submitted to the Commission via Mr. Moses. Dean Crosson explained that the Chancellor did not instruct the classes cut, but it was mostly the decision of department chairs due to budgetary reasons. Commissioner Brown expressed that ultimately, the Chancellor is accountable for the instructional program throughout the college district and he should be approached concerning these classes. Mr. Pitcher added that the State Legislation is also involved through the Kopp monies that were appropriated for Southeast Campus.

Commissioner Palega requested that an invitation be extended to Dr. William Marquis, President of CCSF Board of Trustees to attend the same meeting with the Chancellor to address these issues.

Mr. Moses asked what can the staff do to assist in the recruitment of students? Dean Crosson stated that the problem is lack of second semester credited classes and students having to go elsewhere to complete their requirements. Commissioner Richardson asked what kind of community outreach can be done to assist? Dean Crosson stated that there were 15,000 schedules printed for distribution, however, the class offerings are not what the public wants.

Commissioner Palega asked that an announcement be sent throughout the community of the meeting with the Chancellor to give residents an opportunity to give testimony and express concerns. Mr. Pitcher suggested that a community-wide hearing be arranged to acquire input on how to encourage/motivate more people to attend the college. This could be a coordinated effort between the college and Commission at the beginning of the year. Dean Crosson noted that the next semester begins January 14th.

Commissioner Brown wanted to know the chances of approaching the department chairs concerning the low credited classes. Dean Crosson stated that there are 79 chairs at the Phelan Campus. Mr. Pitcher advised that the Commission request to be placed on the CCSF Board of

Trustee agenda as opposed to approaching the chairs. Commissioner Palega recommended that the Commission meet with the Chancellor and President of the Board of Trustees before meeting with the Board of Trustees. Dean Crosson noted that since the implementation of AB 1725 legislation reflecting that everyone is equal, it would be difficult to ascertain who is in charge and accountable, in that, there are various committees who are the decision and policy making bodies.

Dean Crosson expressed appreciation to Mr. Pitcher and Mr. Moses for use of the community room for college activities. She requested maintenance in the replacement of ceiling tiles in various rooms because of the rainy weather. Mr. Pitcher asked that in the future, he be contacted of such problems immediately. He will send a repairman on site the following day.

Commissioner Palega asked that Mr. Moses do a follow-up by informing the concerned parties on the petition that the Commission plans to meet with the Chancellor. When a confirmation of the meeting is received, they will be asked to attend and address their concerns.

IX. PUBLIC COMMENT

Commissioner Brown announced that there was an article in the Sun Reporter acknowledging Mr. Pitcher for his many years of service to the NAACP. NAACP will be hosting a benefit in his honor on January 22nd (tickets were available at \$60 per person).

Mr. Charles Dunn also commended Mr. Pitcher on his assistance with the Budget Analyst and real estate matters.

Commissioner Richardson reminded everyone of the birthday celebration planned for Commissioner Garlington on December 19th.

X. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 7:45 p.m. The next meeting will be held on Wednesday, December 16, 1992 at 6:00 p.m., in the Southeast Community Facility.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

DOCUMENTS DEPT.

DEC 15 1992

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NOTICE OF MEETING

Thursday, December 16, 1992 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: December 10, 1992
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director,
Southeast Community Facility Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for January 14, 1993

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. To allow individuals with an environmental illness to attend the meeting, you are requested to refrain from wearing perfume or other scented products.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Sululagi Palega
President

Bobbrie Brown
Vice President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

MINUTES
WEDNESDAY, DECEMBER 16, 1992
6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

JAN 12 1993

SAN FRANCISCO
PUBLIC LIBRARY

I. CALL TO ORDER

The session of the Southeast Community Facility Commission was called to order by Commissioner Palega, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Sululagi Palega
Commissioner Linda Richardson

Excused: Commissioner Bobbrie Brown
Commissioner Matt Ettinger

Others Present: Charles Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Toye Moses, SECF Executive Director; Steve Phillips, Board of Education; Jackie Phillips, BERM; Tim Hettrich, Captain, Potrero Police Station; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes of December 10, 1992 meeting were not available for reading and approval, however, they will be ready at the next Commission meeting.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses announced that he will be on vacation for three weeks and will be returning January 8, 1993. The budget has been submitted to Mr. Alex Pitcher and Mr. Todd Cockburn for review. Mr. Moses did not foresee any problems--Commissioners will get a copy when it is finalized. Mr. Moses contacted Mr. Gilmore's office, Director of the S.F. Housing Authority to reconfirm his presence at the meeting of January 27, 1993.

Commissioner Madison wanted to know if Mr. Moses had been contacted by the S.F. Opera House regarding performances in this neighborhood. The S.F. Opera House has received funding to present small musical programs throughout the City. The Bayview Opera House and EPMC have already been contacted; and on January 31, 1993, a performance will be held at the Bayview Opera House. Mr. Pitcher's office will be contacted for use of the SECF Community Room.

Mr. Moses reported that Supervisor Alioto was at this facility on December 14th to meet with the community-at-large regarding concerns and needs of BVHP. It was well attended with approximately 30 persons present. She was looking for names of influential citizens in the community to serve on committees next year during her term of presidency on the board.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

No old business or follow-up issues were discussed.

VII. NEW BUSINESS

No new business to report.

VIII. PUBLIC COMMENT

Mr. Pitcher introduced Mr. Steve Phillips, newly elected member on the Board of Education. Mr. Phillips stated that the Board of Education will be opening a new school

in BVHP in February. He wants to have a community process to determine a name for that site (formerly Jedediah Smith school). It is his understanding that the school will be in phases--starting with kindergarten to third graders and expanding. Commissioner Jones wanted to know if this would make an impact on the other existing elementary schools. Mr. Phillips believed that the concept would be at-risk students.

Commissioner Palega wanted clarification of at-risk students--are these children who have dropped out of the system or those who are on the verge of dropping out? Commissioner Garlington explained that it will cover both populations. Commissioner Jones wanted to know what would become of those children who are bused out of the area?

Commissioner Madison questioned the impact this will make on the population at Carver Elementary. Commissioner Jones stated that when she arrived at Carver Elementary, there were approximately 340-350 students, last year there were about 310 and this year there are about 326 students. She also wanted to know if this will affect the enrollment at the school (losing students to accommodate the new school).

Commissioner Palega expressed that this is a serious concern because if the system is working, why not channel these children to the existing schools and have them continue to serve them. Another concern is will the monies be reduced on a continuing basis to support this new venture or will there be additional funding? It would be undesirable to open a new school in this neighborhood and have to cutback on staffing at existing schools--causing them to be less effective on what they have already accomplished.

There are other schools that could probably utilize the funding to assist with adding more staff, as opposed to streamlining staff to accommodate this new site. Also, will the teachers be sensitive to the needs of the community--what is the basis for hire? It would not be advisable to obtain outside teachers who are on the verge of retirement or are burnt out to be placed at this new facility. Commissioner Palega wanted assurance that the staff would be innovative and there would be ample funding available. Commissioner Jones noted that teachers are still being hired at existing schools.

Commissioner Richardson suggested that a key person who

can respond to these issues be invited to meet with the Commission. Commissioner Jones stated that it is important for Mr. Phillips to know these concerns so that he could be an advocate on the Board of Education for the issues being discussed. Commissioner Garlington noted that Sir Francis Drake Elementary is using the same program--Coleman Project.

Commissioner Palega expressed that the main factor is not the types of programs, but that the funds already allocated to this area are not reduced. Reduction of funds is not needed in this area because the system that is in place is working. However, reviewing the bus situation and adding more monies into this community might be a consideration. If this area is foreseen as a real target because of its population, then it is hoped that the monies will be allocated accordingly--to provide enough funding so that this community could support other types of programs along with the existing ones.

Mr. Pitcher reported that Ms. Naomi Gray made a presentation to the NAACP committee and in that presentation, she spoke only of at-risk students (students that were out of the system).

Mr. Phillips recommended that a community meeting be arranged in January with some of the district staff to discuss the specifics of the program being proposed for the new site and address some of these concerns.

Mr. Phillips invited the Commission to his reception on January 7, 1993 at Ingleside Presbyterian, 5:00 p.m. and swearing-in at Aptos Middle School, 6:30 p.m.

Commissioner Palega thanked Mr. Phillips for taking the opportunity to meet the Commission.

Mr. Pitcher introduced Captain Tim Hettrich, Potrero Hill Police Station. Commissioner Palega thanked Captain Hettrich for meeting with the Commission and offered the Commission's support in curbing some of the negative activities that surround the area. Also, the Commission would like to have a good working relationship with the police department.

Captain Hettrich stated that he was formerly the captain at Northern Station and was very much involved in the midnight basketball league. He spoke of various activities that he would like to implement in this

community. He is supportive of foot patrol and mountain bikes on Third Street. Commissioner Palega asked that foot patrol be increased on Third Street on certain days of the month to assist seniors that have to do banking.

Captain Hettrich has been warning liquor store owners in the area to keep their store fronts clean, not sell liquor to inebriants or minors, etc. Complaints against owners will be filed with ABC if they do not abide by these standards--citations will be given for possible suspensions or closure if needed. Also, traffic and parking citations have been strictly enforced.

Captain Hettrich stated that for many years, the police department got in the habit of responding to calls (they became anonymous--with no community contact between the officer and citizens). The citizens wanted a fast response to these calls, but Captain Hettrich feels that they should prevent these calls from happening.

Captain Hettrich plans is to take officers out of police vehicles and place them on foot patrol to cover San Bruno Avenue, Visitacion Valley, Hunters Point, Potrero Hill, Third Street, etc. Due to the large area and many activities occurring on Third Street, it would be more effective to have mountain bike patrol at certain areas rather than foot patrol. Monies have been obtained to purchase six mountain bikes by the first of the year. They plan to get private funding to hire youth (18-20 years) in this area to assist with a new program to monitor liquor stores--workers as cadets.

Commissioner Jones stated that there are some events happening around the schools and has it been considered to use mountain bikes to monitor these events. She wanted to make sure that people felt safe when leaving the premises. Captain Hettrich replied that many of the problems occur away from the schools, such as transfer points at bus stops. He has found it very successful to encourage officers at their beat to visit schoolyards around noon time and acquaint themselves with the children. Show them that officers are there to assist and most often problems are resolved when faculty and staff know the officers.

Captain Hettrich is currently restaffing the station--not with more officers, but moving them to shifts that are more appropriate for the crimes that exist in this area. About 20 officers will be assigned to the prime shifts (11 a.m.- 9 p.m.) when children are leaving school, people

are coming home from work, seniors are banking or shopping, etc. Commissioner Garlington made mention of the carjacking occurring throughout the City.

Captain Hettrich plans to attend various community meetings and apprise the public of occurrences in their community, as well as outside. He anticipates the new police station on Williams and Newhall to open around June or July of 1994.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried for adjournment. The meeting adjourned at 7:00 p.m. The next regular meeting will be held on Thursday, January 14, 1993 at 6:00 p.m., in the SECF Community Meeting Room.

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